

Traditional Roles and Wedding Responsibilities

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The Duties of the Bride & Groom are to:

- Sets date, time and place of wedding ceremony.
- Decide what style of ceremony they want.
- Book their desired location.
- Interview and hire ceremony officiant and meet with him / her to discuss the ceremony details.
- Sets date and time of wedding reception.
- Decide what style of reception they want
- Book their desired venue.
- Compile the guest list
- Interview and book wedding professionals, vendors and service providers.
- Agree on wedding party attendants.
- Coordinate and agree on attire for groom, best man, groomsmen and brides attendants.
- Participate in pre-wedding parties in their honor.
- Buy gifts for their attendants.
- Orders invitations, thank-you notes and personal stationery.
- Send Thank you notes for pre-wedding and wedding gifts.
- **Optional** pay the travel and - or accommodations for their attendants and family.

The Duties of the Bride are to:

- Choose her wedding party attendants.
- Selects wedding dress and accessories.
- Choose attire for her attendants.
- Delegates wedding planning duties to her attendants and family members.
- Plan and host a bridesmaids' luncheon(s)
- Buy Thank You gifts for her attendants. Comfy shoes or jewelry are quite popular.
- Compile her guest list
- Buy the groom's wedding band.
- Buy a wedding gift for the groom
- Prepare her wedding vows.
- Send Thank you notes for engagement and bridal shower gifts.

The Duties of the Groom are to:

- Choose his wedding party attendants.
- Choose his attire and that of for his attendants.
- Arranges the attire rental.
- Buy gifts for his attendants usually includes cufflinks.
- Compile his guest list.
- Buy bride's wedding band.
- Get the marriage license and any other legal documents.
- Pay for and arranges honeymoon.
- Pays for brides' bouquet, going-away corsage, corsages for both mothers and close female relatives on either side.
- Supply boutonnieres for himself and all male attendants.
- Prepares his wedding vows.

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The Duties of the Maid/Matron of Honor are to:

Before the wedding:

- Be available for bride as much as possible.
- Accompany the bride on her on shopping trips.
- Assist bride with invitations. Assist bride with making favors, etc.
- Host the bridal shower with the bridesmaids.
- Oversee all female attendants and accompany them to shop for gowns - dresses, remind them fitting appointments, notify them of gown - dress delivery date and make sure all picked up their gowns – dresses.
- Make sure all female attendants have their gowns, shoes and accessories in time. (It is customary for the bride to gift her attendants with jewelry that complements their attire.)
- Inform all female attendants of the rehearsal and rehearsal dinner dates and times, and arrange to attend personally.
- Arrange an emergency kit and bring it to the wedding.
- Pay for her gown and accessories. (It is customary for the Bride to gift the maid or matron of honor with jewelry.)
- Pay her travel and lodging expenses.

At the wedding:

- Help the bride get ready before the ceremony and before departure from the reception.
- Accompany the bride to the ceremony location.
- Assure that the female attendants know when to enter for ceremony, with whom and where to stand both at the ceremony and in the receiving line.
- Hold the bride's bouquet during ceremony.
- Hold the groom's ring until the ring exchange.
- If wedding customs practiced by the denomination allow , may sign the marriage certificate as a witness.
- Stand in the receiving line.
- Make a toast to the bride and groom.
- Dance with the Best Man
- Mingle with the guests
- Gather mementos such as programs, flowers, centerpieces and bridal accessories to become cherished wedding keepsakes for the newlyweds.

After the wedding:

- Assist with transporting wedding mementos and gifts from reception.
- Arrange for the wedding gown to be cleaned and preserved. *
- Preserve the bridal bouquet. *

* This is a service call only. Either the newlyweds or their parents need to pay.

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The Duties of the Best Man are to:

Before the wedding:

- Be available to, and assist the Groom in any way he can.
- Oversee all male attendants and send them tux measurement cards and payment instructions.
- Be in charge of the bachelor party if a party is planned.
- Inform all male attendants of the rehearsal date and time, and personally attend it.
- Make arrangements to collect tuxedos from the groom and out of town male attendants.
- Pay for his own wedding attire and accessories, travel and lodging expenses

At the wedding:

- Assist groom with getting ready for the wedding.
- Escort or drive the groom to the ceremony location.
- Assure that the male attendants know their guest seating duties, when to enter for ceremony, with whom and where to stand both at the ceremony and in the receiving line.
- Hold the bride's wedding ring during the ceremony.
- Make sure the officiant has the marriage license.
- Sign the marriage license as a witness.
- Makes sure that the ceremony officiant is paid.
- Escort the Maid/Matron of Honor in the ceremony and reception.
- Stand in the receiving line.
- Make first toast to the bride and groom.
- Dance with the Maid/Matron of Honor at the reception.
- Mingle with the guests.
- Help newlyweds prepare for their honeymoon departure.

After the wedding:

- Assist with transporting gifts from reception.
- Makes sure that all rented clothes worn by the men are returned after the wedding.

The Duties of the Bridesmaids are to:

- Be available to, and assist the bride in any way they can. From planning to making favors and decorations.
- Pay for their wedding attire, accessories, hair dos and make-up.
- Assist with hosting Bridal Shower.
- Pay for their travel and lodging expenses.
- Attend the rehearsal and rehearsal dinner.
- Arrive at ceremony site at scheduled time.
- Know when to enter for the ceremony, with whom and where to stand both at the ceremony and in the receiving line.
- Mingle with guests.

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The Duties of the Groomsmen are to:

- Pay for their wedding attire and accessories.
- Pay their own travel and lodging expenses.
- Attend the rehearsal and rehearsal dinner.
- Assist with hosting the Bachelor Party if planned.
- Arrive at ceremony site at scheduled time.
- Know when to enter for the ceremony, with whom and where to stand both at the ceremony and in the receiving line.

The Duties of the Ushers are to:

- Pay for their wedding attire and accessories.
- Pay their own travel and lodging expenses.
- Attend the rehearsal for escorting/seating instructions and the rehearsal dinner that follows.
- Arrive at the ceremony site at scheduled time.
- Escort the guests to their seats

The Duties of the Flower Girl or boy and the parents:

- Parents pay for the wedding attire and accessories and all travel and lodging expenses.
- Attend the rehearsal.
- Arrive at ceremony site on time.
- Either just carry the flower basket, or carry the flower basket and spread flowers or rose petals in the aisle.

The Duties of the Ring Bearer and his or her parents:

- If he or she is a child, parents pay for the wedding attire and accessories and all travel and lodging expenses.
- Attend the rehearsal.
- Arrive at the ceremony site on time.
- Carry the rings, nestled on a ring pillow, down the aisle.

The Duties of the Guest Book Attendant are to:

- If he or she is a child, Parents pay for the wedding attire and accessories and all travel and lodging expenses.
- Arrive at the ceremony site on time.
- Make sure that the first to sign the guestbook will be: the parents, the grandparents and the siblings of the Bride and Groom, followed by the Wedding Party. Continue with the guests.
- Greet guests as they arrive at the ceremony site and ask them to sign the Guest Book.
- Accept and keep an eye on any gifts brought to ceremony site.
- Greet guests as they arrive at the reception site and ask that if they have not previously done so, to sign the Guest Book.
- Accept and keep an eye on any gifts brought to the reception.
- Help the guest find their place cards.

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The Duties of the Mother of the Bride

- Usually acts as hostess of the reception
- Helps the bride compile the guest list, arrange details of ceremony and reception
- Keeps the bride's father and groom's parents informed about wedding plans.
- Is afforded special honor at the wedding service and is seated last.
- In a Jewish wedding accompanies the father in escorting their daughter, the bride down the aisle.
- Sits in place of honor at parents' or bridal table.

The Duties of the Father of the Bride

- Rides to the ceremony with the bride.
- Escorts the bride down the aisle, then joins his wife in the front row.
- In a Jewish wedding accompanied by her mother escorts their daughter, the bride down the aisle.
- Keeps an eye on the bar and champagne supply.
- Makes a short toast at the reception

The Duties of the Mother of the groom

If wedding expenses' are shared, by both sets of parents

- Usually acts as a co-hostess of the reception with the bride's mother
- Helps the groom compile the guest list, arrange details of ceremony and reception with the mother of the bride.
- Is afforded special honor at the wedding service.
- In a Jewish wedding accompanies the father of the groom in escorting their son, the groom down the aisle.
- Sits in place of honor at parents' or bridal table.

The Duties of the Father of the groom

- To help out wherever he is needed.
- Pay for the rehearsal dinner
- In a Jewish wedding is accompanied by the mother of the groom in escorting their son, the groom down the aisle.
- Sits in place of honor at parents' or bridal table.

Bride's Name: _____ **Groom's Name:** _____ **Wedding Date:** _____

Notes and Comments