Wedding Transportation Checklist and Guide

The Planning Phase

- ☐ Who needs a ride on wedding day?
  Create a call sheet list of all passengers

- ☐ Choose your ride
  What type of transportation fits your needs:
  ☐ Party Bus ☐ Limo ☐ Shuttle ☐ Getaway Car

- ☐ Confirm your venue has parking
  Alert your transportation provider if not.

- ☐ Start planning your itinerary
  How many stops will we need to make? (Itinerary Planning on Page 2)

- ☐ Know your travel times
  Consider mileage and travel time when planning the itinerary

- ☐ Questions to ask your vendor
  What questions to you want to ask your transportation provider?

  _____
  _____
  _____
  _____
  _____

- ☐ BOOK YOUR PROVIDER!
  Date Booked: _____

1-2 Weeks before Wedding

- ☐ Solidify your itinerary
  Make final arrangements

- ☐ Make final arrangements with your vendor and confirm details
  Date Confirmed: _____

Your Wedding Day!

- ☐ Assign a point person
  Choose a person in your wedding party that will be responsible for driver communication, personal belongings, and call sheet.

  My Point Person: _____

- ☐ Personal belongings
  What items do the bride and groom need to have before or after the ceremony in the vehicle?

  _____ _____
  _____ _____
  _____ _____
  _____ _____
  _____ _____

- ☐ Deliver this checklist to your point person!

Wedding Transportation Call Sheet

_____
_____
_____

Wedding Day Transportation Itinerary

The ceremony

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

After the ceremony - before the reception

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

After the reception

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Who to pickup _____ Passengers _____ Time _____ Where _____ Dropping off at _____

Additional itinierary details

Additional required stops