



WEDDING DAY DECISION LOCK SHEET

Lock the Decisions. Lose the Doubt.

Your wedding day isn't the time to revisit settled decisions. Use this sheet to record your final choices, boundaries, and designated decision-makers. Share it with your wedding team—then stop managing and enjoy the celebration you worked so hard to plan.

The Decision Chain

- Final decision-maker if the couple is unavailable:

- Back-up decision-maker:

- People who may approve additional expenses:

- Maximum amount that may be approved without asking us:

Lock These Decisions Before the Wedding: Our Non-Negotiables:

- ☐ Final ceremony start-time policy
- ☐ Weather back-up plan and activation deadline
- ☐ Late guest seating
- ☐ Vendor substitutions
- ☐ Decor placement adjustments
- ☐ Timeline changes
- ☐ Song and announcement approvals
- ☐ Guest meal or seating problems
- ☐ Alcohol-service concerns
- ☐ Family requests and surprise additions
- ☐ Leftover food, flowers, decor, & gifts

Three short lines for decisions that cannot be changed without the couple:

1. _____
2. _____
3. _____

Use Your Best Judgment

A small permission statement: If a situation is already covered by our plan - or can be resolved safely within the approved budget - our coordinator has permission to handle it without interrupting us.

Initials: _____ Date: _____

Ruby's Final Check

If someone might ask you about it while you're holding champagne, decide it *before* you're holding champagne!

Want someone who can hold the decisions, manage the questions, and protect your wedding-day peace? Let's make it happen → www.cherrypop.events