



Wedding Transportation Checklist

A printable planning companion for a calm, polished wedding day.

Plan the ride like you plan the ceremony.

Use this checklist to confirm vehicles, pickup locations, guest movement, photography moments, and day-of contacts before the wedding arrives.

RESERVATION DETAILS

- ☐ Transportation provider booked
- ☐ Vehicle type and passenger count confirmed
- ☐ Reservation length confirmed
- ☐ Pickup and drop-off addresses finalized
- ☐ Total price, gratuity, fees, and overtime policy reviewed
- ☐ Backup vehicle or contingency process confirmed

TIMELINE AND LOCATIONS

- ☐ Wedding timeline shared with provider
- ☐ Hotel, ceremony, photo, reception, and exit locations confirmed
- ☐ Venue loading and staging areas identified
- ☐ Buffer time added between locations
- ☐ Planner or coordinator has final transportation schedule

GUEST TRANSPORTATION

- ☐ Hotel shuttle or guest pickup plan finalized
- ☐ Pickup time and location shared with guests
- ☐ Return transportation schedule confirmed
- ☐ Accessibility needs reviewed for family and older guests
- ☐ Wedding website updated with transportation details

DAY-OF ESSENTIALS

- ☐ Driver contact information saved
- ☐ Emergency contact assigned
- ☐ Weather backup pickup location confirmed
- ☐ Photographer notified about vehicle shots
- ☐ Final confirmation completed one week before wedding
- ☐ Final text or email sent to planner, provider, and VIPs

A WEDDING DAY IN MOTION



Notes
