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So you've gotten to the point in wedding planning where you realize you need wedding planning spreadsheets. Welcome. You're 100% right, you need a wedding planning template. Pinterest boards are good fun (you can follow us on Pinterest, even) but they're not going to plan the wedding for you. You need a wedding guest list template. And a day-of wedding timeline. And a vendor contact list. You need excel templates for everything. You're throwing a massive event, and Pinterest alone is not going to cut it. While we at APW know that weddings have a certain kind of magic in them, we also know it's not the kind of magic where the beer walks itself to the venue. But you're in luck! Because we've created all the spreadsheets you'll need to plan your wedding. (And yes, you need spreadsheets.) If you're planning a wedding in 2021... we are here for you. Our spreadsheets, below, will still be invaluable as you plan a small wedding, an elopement, a big wedding... or, ya know... all of the above. We also have tons of content on COVID weddings for you (from advice, to real pandemic weddings, and so much more.) We also have a totally free e-book you can grab, if you're planning a pandemic wedding, yourself. We're sorry that wedding planning doesn't look and feel like it should, right now... but we hope that the resources we've gathered for you will help make it a bit easier. Good luck, and happy planning. And while you're getting started, if you haven't picked up our books: A Practical Wedding and the A Practical Wedding Planner, do that now. A Practical Wedding gives you all of the emotional support you need to plan this thing (even in a pandemic), and A Practical Wedding Planner is the indispensable, on paper, step-by-step guide to planning your wedding that we here at APW would have killed for when we were getting married. But it didn't exist, so our founder Meg Keene wrote it. Both books are bestsellers, and for good reason. Nothing else on the wedding bookshelf gives you the step-by-step tools that you need to actually plan this thing. But you don't just need books you need wedding planning spreadsheets, and you're in luck. THE COMPLETE APW WEDDING SPREADSHEETS WORKBOOK Clicking on the icons below will open Google Drive spreadsheets in a new tab. From there, click on File and then Make a Copy to save the spreadsheet to your own account. (You need to be signed into your Google account to do this.) INDIVIDUAL PLANNING SPREADSHEETS Don't need the whole workbook? Download each spreadsheet individually. WHAT'S IN OUR WEDDING SPREADSHEETS? Wedding checklist: Figure out what you do (and don't!) need to keep track of to make this as stress-free as possible. Customize our printable wedding checklist for whatever planning timeframe you're working with. And don't worry, 'get a spray tan' isn't even listed on there once. Wedding budget spreadsheet: Yes a budget matters! And yes you can easily figure out what works best for you as a couple, AND stick to it. Before you download our budget spreadsheet, click here and read up on how to avoid the trap of accidentally overspending for your wedding. Wedding Guest List Template: Keeping track of who has RSVPed to what (and who you still need to track down, and OMG why didn't they just send in the RSVP card already) is arguably one of the trickiest parts of wedding planning. And a spreadsheet is certainly required. So behold, we bring you our wedding guest list template. Wedding Vendor Contact List: When you hand off all these lists to someone else (be that a friend, family member, or wedding planner), that person needs to know how to contact everyone important. Fill out our vendor contact list and then pass it along, so you don't have to be in charge of details like phone numbers on your wedding day. Important People Contact: You'll also want your family's and wedding party's contact information all in one place. This spreadsheet also lets you file away their travel information, which will prove helpful. Wedding Packing List: Half of managing a wedding is hauling all the stuff to the venue and getting it home again (for everything you need to know about setting up and breaking down a wedding, head over to this informative article). In our spreadsheets, we give you a sample pack list. Fill it out, print it out, and have someone check off each item loaded into a car on the way to the venue and on the way home. Photography shot list: Keep track of specific group shots you need or additional images or locations you wanted pictures of with our photographer-approved shot list. Wedding Weekend Spreadsheet: Most modern weddings stretch out for a day or two, at least for the couple and their families or wedding party. You'll need plans for that whole period, and this spreadsheet will help you do it. Wedding Day Of Timeline (DIY, Morning): This is it. The mother of all wedding planning spreadsheets. The most important document you'll have (and I'm not even joking). We've created two versions of the spreadsheet for you to modify to your heart's content. This one is for a morning wedding with more DIY elements. Wedding Day of Timeline (Formal, Evening): The mother of all wedding planning spreadsheets for an evening wedding with more wedding vendors. Remember, spreadsheets are great, but we put so much more info down in book form with A Practical Wedding and the A Practical Wedding Planner to go with all this. Spreadsheets are nice, but walking you through planning step by step and saving your sanity is way better. Now, back to the site. More planning tools are over here, and don't forget the APW Vendor Directory. Wedding planning pro-tip: You should definitely make a wedding website (totally worth it in 2021, and beyond). It will save you so much time to be able to share your registry, collect RSVPs easily, and update your guests about any changes in plans. Our favorite place to create a wedding website (or any website, for that matter), is Squarespace. The tools and options on Squarespace will help you make a professional-looking website in no time at all. Utilize their wedding website templates to create a beautiful (and seriously functional) website that will save you time and headache throughout your wedding planning process. Hop over to Squarespace's domain name search to snag your own custom URL that will take your wedding website up a level. If you need help making your website, we've got an ebook that will walk through the process step-by-step... we promise you can do this. This page is sponsored by Squarespace. Squarespace makes beautiful wedding websites happen in a matter of minutes, thanks to their user-friendly software and modern, minimal template designs. Every yearly Squarespace purchase also comes with a custom URL, seemingly endless features, and of course, their award-winning customer service (just in case you get stuck). Click here to start a free 14-day trial and make your wedding website today. APW readers get 10% off your first Squarespace purchase when you use the code APW at checkout. Happy planning, friends. English (United Kingdom)English (United States)Español (Latinoamérica) If you've already organized your wedding guests into a spreadsheet, you can import it into Joy. If you've already entered guests into your Joy guest list, importing a list will append to your list, not replace it. 1. Format your spreadsheet Joy will import the names and emails of your guests, and group them as parties, as long as your spreadsheet is formatted in the following way. We have a Google Sheets template you can start with or use as a reference. Formatting guidelines Starting in the first column, the first row of your spreadsheet must contain column headings for first name, last name, and email. This is the only requirement. Please note: the column headers need to be in all lowercase letters and cannot contain any additional characters. If you'd like, include a column heading for party. This is optional.Each individual guest must be in their own row.For a given guest, all fields are optional. You can import a guest with just a first name, last name, email, or party. But at least one of these is required: completely blank rows won't be imported. Parties and plus ones To group guests as parties, enter the same party value, such as "The Smiths", for each guest in the party. Joy will automatically group these guests as a party in your guest list. This works for plus ones, too. In the example above, the guest Christopher Wallace has a plus one: The party "CW" groups this guest with an otherwise blank row, whose details can be added after importing. The party can be named anything you want, such as "The Smiths", or "Joe P and guest" or "Mary W and family". This value won't be visible in Joy; it's just used to group your guests together under the hood. 2. Save your spreadsheet as a CSV file Once you've formatted your guest list, save it as a CSV file. CSV ("Comma-separated values") is a common format, supported by Excel, Google Sheets, and Numbers, that Joy can easily read. From Excel: File > Save as ... > Save as type > CSVFrom Google Sheets: File > Download > Comma-separated values (.csv, current sheet)From Numbers: File > Export to... > CSV... 3. Import your CSV file into Joy Once you've saved your formatted spreadsheet as a CSV file, you're ready to import it into Joy. From your admin dashboard, click Guest List, then Add Guests in the upper right. From there, click Import Guest List: Browse your computer to find the file that you want to upload. Or, if your file is on Google Drive or Dropbox, you can connect to those accounts and find your file. That's it! All the guests on your spreadsheet have been added to your guest list, and grouped as parties. You're ready to send Save the Dates and Invitations. Exporting your Guest List You can export your guest list to work with it in another program or to print it. Click Export All Guests on the guest list toolbar at the top of the guest list page. Your guest list will automatically download to your computer as a CSV file, which can be opened it in Excel, Google Sheets, and Numbers. Still have some questions? Ask us directly! Click on the black and white chat bubble in the bottom-right corner of this page to ask us your questions, or you can email us at support@withjoy.com. You'll get a friendly response from someone on our team!

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