



The Complete Wedding Guest-Experience Checklist

Everything that makes the day feel effortless for your guests — from the moment they arrive to the photos you'll treasure after. Print it, share it with your planner, and check it off.

4–6 WEEKS BEFORE

- ☐ Finalize your guest list and collect any missing names
- ☐ Decide what guests can do on arrival: check in, find a seat, share photos, sign a guestbook
- ☐ Set up your event and add your guest list (import a spreadsheet if you have one)
- ☐ Choose your accent color and upload a cover photo so every guest screen matches your day
- ☐ Draft your seating plan and assign tables

1–2 WEEKS BEFORE

- ☐ Generate your QR code and test it end-to-end on your own phone
- ☐ Order or print QR cards, table cards, and a welcome sign
- ☐ Turn on photo sharing and the guest book; decide if you'll run a live wall
- ☐ Brief your MC or coordinator on the one line to announce: "Scan the QR to check in and share photos"
- ☐ Do a full dry run in draft mode before you go live

DAY OF

- ☐ Place the welcome sign and QR cards where guests naturally pause
- ☐ Put a QR card on every table and near the guest book
- ☐ If using a live wall, connect a screen or projector and open the live wall page
- ☐ Assign someone to help older guests scan the first time
- ☐ Relax — the room runs itself once the first few guests scan

AFTER THE CELEBRATION

- ☐ Remind guests uploads stay open for a few days so late photos come in
- ☐ Download the full-resolution gallery and back it up
- ☐ Read and save the guest book messages
- ☐ Share the gallery link with anyone who missed it