

WEDDING VENDOR PAYMENT SCHEDULE

Couple: _____

Wedding Date: _____

Total Budget: \$ _____

Coordinator: _____

DUE DATE	VENDOR NAME	PAYMENT DESCRIPTION	AMOUNT DUE	PAID
Oct 15, 2024	The Grand Ballroom	Venue Deposit (50%)	\$5,000.00	
Nov 01, 2024	Everlasting Florals	Floral Retainer	\$750.00	

**DUE
DATE**

VENDOR NAME

**PAYMENT
DESCRIPTION**

**AMOUNT
DUE**

PAID

* Remember to keep all digital receipts and physical contracts organized by vendor name.