



# Wedding Seating Chart Planner

A printable workbook for calm, organised guest seating

**Wedding Date:**

---

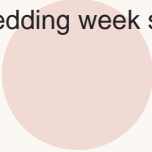
**Venue:**

---

**Planner/Contact:**

---

## Inside this planner

- Guest master list
  - Family and friendship notes
  - Table count and floor plan sketch
  - Guest cards for table planning
  - Dietary, accessibility, and children notes
  - Final seating chart pages
  - Wedding week seating checklist
- 



# Seating Plan Overview

Start here before you move guests around.

**Total guests invited:**

---

**Confirmed yes:**

---

**Adults:**

---

**Children:**

---

**Tables available:**

---

**Seats per table:**

---

**Highchairs required:**

---

## Top seating priorities

Easy-access seats:

---

1.

---

2.

---

3.

---

4.

---

5.

---

### Quick notes

---

---

---

---

---

---

### Guests who should not be seated together

---

---

---







# Family & Friendship Map

This page helps avoid drama and keep conversations easy.

---

## Immediate family

---

---

---

---

## Close friends

---

---

---

---

## Work / school / social groups

---

---

---

---

## Guests who may need support

---

---

---

---

## Helpful pairing prompts

- Who will make a quiet guest feel welcome?
- Which guests have shared hobbies or history?
- Who should sit close to exits, bathrooms, or family?
- Which family members need careful spacing?
- Which guests are natural table hosts?



# Table Planner

Sketch the room and note important table placements.

Sketch tables, dance floor, bar, bathrooms, doors, and any accessibility routes here.


**Legend / key:**  Head table  Family tables  Kids table  Dietary notes  Accessibility



# Cut-Out Table Planning Cards

Write names on sticky notes or cut these out for moving guests around.

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---

TABLE \_\_\_\_

---

---

---

---

---

---



# Final Seating Chart

Copy the finished table plan here for your venue, caterer, or coordinator.

---

Table	Guests seated at this table	Notes
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		





# Wedding Week Seating Checklist

A simple final check before you print the chart.

---

- RSVPs checked against the guest list
- Names spelled correctly
- Every confirmed guest has a seat
- Children and highchairs are accounted for
- Dietary needs shared with the caterer
- Accessibility needs are close to access paths
- Family sensitivities reviewed
- Head table or sweetheart table confirmed
- A backup plan exists for last-minute changes
- Final seating chart sent to venue/coordinator
- Printed display, escort cards, or table cards ready
- A trusted person knows how to answer seating questions

## Last-minute changes

---

---

---

---