WEDDING OFFICIANT HANDOFF / 01

BUILD THE CEREMONY BRIEF

Use neutral labels. Keep names, addresses, stories, IDs, signatures and license or certificate details out.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Ceremony A / setting or format context / no address

Tone or personalization priority / ordinary description

Participant A / role label / no identity

Language, pronunciation or accessibility question

Ceremony timing window / no private travel details

Creative, coordination or handoff priority

Preparation only. Not legal advice, officiant authority, marriage validity, required language, filing, deadline or record-acceptance guidance. Keep identities, signatures, IDs and license or certificate details private.

WEDDING OFFICIANT HANDOFF / 02

MAP ROLES, REVIEWS AND HANDOFF

Ask the officiant to define the workflow. Route official requirements to the current state or local office.

Script or outline deliverable / owner / review point

Revision round or change request / included / excluded

Participant coordination / owner / private route

Rehearsal, travel or arrival role / included / excluded

License, certificate or document handoff / role / official route

Backup, dependency or open question / response owner

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WEDDING OFFICIANT HANDOFF / 03

CHECK THE PRIVATE-READY PACKET

Tick what is organized. These checks do not establish authority, validity, required language, filing or record acceptance.

- [ ] Ceremony and participant labels are neutral and consistent
- [ ] No identity, address, signature, ID or record number is included
- [ ] Creative choices are separated from official requirements
- [ ] Participant roles are visible without personal stories
- [ ] Script review and revision scope is requested in writing
- [ ] Rehearsal, travel and backup roles are requested in writing
- [ ] Document handling and official-office routes are separated
- [ ] No authority, validity, filing or deadline conclusion is recorded

Creative or participant-coordination question still open

Rehearsal, travel or backup question still open

Official-office or document-handoff question still open

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WEDDING OFFICIANT HANDOFF / 04

QUESTIONS FOR THE OFFICIANT

Ask every officiant the same creative, coordination, logistics and handoff questions.

Brief: what do you need before defining your scope?

Creative: which script and revision deliverables are included?

People: how are participant and accessibility questions coordinated?

Logistics: what rehearsal, travel and arrival work is included?

Documents: how are roles separated and official questions routed?

Handoff: what final script and coordination record is provided?

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WEDDING OFFICIANT HANDOFF / 05

COMPARE SCOPE AND HANDOFF

Use Officiants A and B with the same neutral brief. Clarify different creative or coordination models before comparing proposals.

Officiants A / B / proposal references / dates

Script, reviews and participant coordination - A / B

Rehearsal, travel, arrival and backup roles - A / B

Document handoff, exclusions, changes and open questions - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai only if you choose, then start a Wedding Officiant request. Share a non-sensitive ceremony, role and handoff brief so participating pros can compete with proposals. Compare creative deliverables, coordination roles, rehearsal and travel scope, document handoff, timing and fit. A private ceremony and current local-office conversation may be needed before confirming service.

One request. Every pro's best offer.

Start a request

Participation varies. A private ceremony and current local-office conversation may be needed before confirming service.

Planning guide: https://www.pickyourpro.ai/services/wedding-officiant

USAGov: How to get a certified copy of a marriage certificate (official reference)

CDC National Center for Health Statistics: Where to Write for Vital Records (official reference)

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