

THE 12-POINT GREAT WEDDING SPEECH CHECKLIST

[Most of these are applicable to most of the wedding speeches.]



1. Memorise the first minute (the introduction) and the last minute (the conclusion) of your speech. If you are word-perfect on those two, it removes a lot of the stress. ☐
2. Walk around the room while guests are finding their places; greet and glad-hand any guests you know well. Helps settle the nerves, especially for the Father of the Bride, who usually speaks first. ☐
3. Liaise with other speakers, so that thanks and stories etc are co-ordinated and not duplicated. If you are giving any votes of thanks during your speech, lead a round of applause for each. It's another nerve-settler and gives you a chance to glance at your notes if necessary. ☐
4. Discuss the guest list with the Bride and Groom, in order to agree which guests merit a special welcome. ☐
5. Practise your speech incessantly in front of a mirror, a friend or partner, a dog. Record it on your phone, time it (see below) and play it back! ☐
6. Do a quick sound-check with the PA setup, if there is one and it's practicable to do so. Refer to the section on microphone technique in my book. ☐
7. Make sure you have a fresh glass of water in front of you before you stand up to speak. Simple but important. ☐
8. Use stories relevant to the participants and the guests, rather than generic wedding jokes. Most people are not great joke-tellers; real-life stories are much better. ☐
9. Take it easy on the booze before you speak, even though there might be a long gap between the end of the wedding service and your speech. One or two drinks is fine for most people; but only you know your limits. ☐
10. Watch the length. Less is more; and 5-10 minutes is the normal length of a wedding speech. ☐
11. Pace your speech; and pause between sections. Pauses are powerful. The effect of adrenaline will make a three-second pause seem like half an hour to you, so be aware of that. ☐
- ... and finally ...
12. Relax! To borrow a sporting metaphor, 'It's a home crowd!' Everyone wants you to succeed. ☐

For further information and advice, see my book *'The Wedding Speech Handbook ... how to make a great speech on the day it matters most'*. [<https://amzn.to/2vZ7AB8>]

Michael J MacMahon
The Wedding Speech Man

www.michaelmacmahon.com
Facebook: <https://bit.ly/2oiKu8H>