

Wedding Countdown

Three Months Prior

- _____ Schedule a tasting date
- _____ Operational Time Line developed at Venue
- _____ Time of Ceremony and Offficient

Two Months Prior

_____ Linens and table settings confirmed

_____ Vendors arranging tour if necessary

_____ Marriage License application

One Month Prior

_____ Visit Floral Wholesaler

_____ Chair agreement for outside or Carriage House

Two Weeks

_____ Floor Plan

_____ Guest RSVP Food Choices

_____ 50% deposit due to Caterer

Two day

_____ favors, guest book, toasting flutes, cake cutter, escort cards and other items delivered to venue _____ Cake arrangements finalized

Day of Event

_____ Balance due to Caterer