



Timeline
Primary
Sydney + Joe
August 15th, 2026

FRIDAY, AUGUST 14TH

7:00 pm Welcome Drinks
 Hotel Crosby

SATURDAY, AUGUST 15TH

Wedding Day Details

Guest Count: 100

Number of Bridesmaids: 1

Number of Groomsmen: 1

Number of Personal Attendants: 0

Number of Ushers: 0

Brides Parents Names: Rich & Millie

Grooms Parents Names: Daniel & Natalie

Any special traditions or family situations you would like your vendors to be sensitive to?

Vendor Arrivals

Coordinator: 9am - 11pm

Photography: 12pm - 10pm

Content: 12pm
Florist: 10am set up - tear down at 9:30pm
Catering: Appetizers set up by 4pm
Bartending: Onsite
DJ: 1:30pm - ready by 2:30pm for sound check
String Trio: 2:30-2:45 pm
Desserts: Set up by 4pm
Watercolor Artist: Available from 4pm - 9pm
Phos: 9am set up - 7:45pm strike
Apres: 9am drop off and 9:30pm pick up

9:00 am Bridal Suite Opens
 Stylists and Bridesmaids Arrive

Hair and Make Up Schedule:

9:00 am Venue opens for setup
 Rental and Decor Delivery:

Ceremony (Vineyard - Back Up in Dance Hall)

No decor at the front - just the gate
Aisle Decor - None
Back of Aisle Decor: 4 Pillars + Floral
Fans on each chair
Silk Welcome Sign
Linen Memorial Sign Draped - Right side on the far end front row

Cocktail Pavillion

Bar Decor - Linen Sign
Bar Napkins + Holder
Bar Floral/Fruit
Custom Cups
Appetizer Table - Silver Platters (Vicki to Set Up)
After the Tone Guest Book (move to dance hall afterwards)
Card Box

Reception

Phos Draping
Apres Linens on Tables
Guest Tables Centerpieces: Florals + 2 Lamps per tables, Table Numbers
Head Table: Same Decor - Repurpose ceremony florals
Dessert Table: 4 teired cake on white cake table with linen. Catering will serve/cut. + Floral.
Bar - Move from cocktail hour
Seating Chart - Hydrangea baskets + Cards

Place settings
Name Cards - Yes
Plates - Rented from Apres - Plated meal
Silverware - Preset
Water Goblets - From Apres
Champagne Flute - From Redeemed
Chargers - White from Apres
Napkins - Menu pocket fold - prefolded
Menu - in napkin

Dance Hall

Linens for low tables and cocktail tables from Apres
Lamps + Floral on low tables
Bar decor - repurposed from reception

11:30 am Groomsmen arrive to venue

11:30 am Lunch for Wedding Party

Dressed and Ready

Hair and makeup complete: 1:30pm
Mother + Sister of the Bride: 1:40pm
Father of the Bride: 2:10pm
Bride: 1:50pm
Groom: 1:10pm
Groomsmen: 1:30pm
Parents of the Groom: 1:30pm

1:20 pm Grooms Portraits
Getting Dressed 10 mins before

1:40 pm Grooms Family + Party Photos (Individual)

2:00 pm Bridal Portraits
Putting Dress on 10 mins before
Bridesmaids put on dresses during this time

2:20 pm Father Daughter First Look

2:30 pm Ceremony sound equipment set up and ready for sound check
Officiant (Dawn) + DJ
Set 3 armless chairs for trio, bringing their own canopy

2:30 pm Bridal Party + Family Photos (Individual)

2:45 pm Earliest guest arrival

3:00 pm Wedding Party Hides

3:00 pm Begin Seating Guests
Programs: Fans on every chair

Ceremony Prelude Music Begins @3:10

3:30 pm

Ceremony

Processional Order:

Officiant: Dawn

Grandparents: Grandma Joyce + Dan (FOG)

Phil + Sandy

Parents of the Groom: Natalie + Dan

MOB: Millie + Dylan

SONG CHANGE

Groom: Joe

Wedding Party:

Liam

Katie

Flower Girl: Brooke

SONG CHANGE

Bride + Rich (FOB)

Ceremony Music:

Parents Processional: Can you feel the love tonight

Wedding Party Processional: Until I Found You

Bride Processional: Turning Page

Unity: None

Recessional: This Will Be

Announcements:

Before: Unplugged Ceremony

After: None

First + Second Row Reserved

Unity: None

Readers: None

4:00 pm

Cocktail hour

Cocktail Hour Music Ready (DJ)

Appetizer service begins (Buffet Station)

Bustle

Change Hairstyle at the end of cocktail hour

Photos

4pm - Flower Girl Photos

4:05pm - Immediate Family Photos

4:15pm - Wedding Party Photos

4:30pm - Couples Photos

5pm - Room Reveal

5:25 pm

Guests seated for dinner

5:35 pm	Bride + Groom Entrance
5:38 pm	Welcome Toast by FOB
5:40 pm	Dinner Service Service Type: Plated Wine Pour: None Champagne Pour: Yes - Before guests are seated
6:00 pm	Cake Cutting
6:35 pm	Cake Served
6:45 pm	Speeches Order: Liam + Katie Thank you by the Newlyweds
7:00 pm	Move to other building
7:20 pm	Special Dances First Dance: Weight of Your World Father Daughter: Landslide Mother Son: What a Wonderful World
7:30 pm	Open dance floor
8:00 pm	Golden Hour Photos Sunset: 8:18pm
9:50 pm	Last Dance Last Call: 9:30pm Bar Close: 9:45pm Breakdown Complete and Ready to be Loaded into Vehicles at this time.
10:00 pm	Guests Depart

11:00 pm

Vendor Tear Down Complete + Venue Closes