



Timeline
Primary
Maddy + Charlie
May 16th, 2026

FRIDAY, MAY 15TH

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|----------------|--|
| 1:30 - 3:30 pm | Decor Delivery Drop off decor @ Woodhaven |
| 5:30 - 9:30 pm | Grooms Dinner Confluence Hotel |

SATURDAY, MAY 16TH

Wedding Day Details
Guest Count: 130

Number of Bridesmaids: 6
Number of Groomsmen: 6
Number of Personal Attendants: 1, 2 'Something Blue'
Number of Ushers: 3

Brides Parents Names: Tracy Weir & Craig Roble
Grooms Parents Names: Mark Barrette & Kate Schaubroeck

Any special traditions or family situations you would like your vendors to be sensitive to?
Charlie & I both have divorced parents

Vendor Arrival Times:

HMU: 7am through 12:30 p.m. Will be back at 6:45 for a hairstyle swap at 7:15 or 7:20.

Coordinator: 9am

Photography: 11am through ~9pm

Videography:

Florist: Noon

Catering:

Bartending:

DJ:

Rentals: The Signature Suite: Arrive 10 am, done by 10:30 am.

Desserts: Between 12-2pm

Photo Booth:

Alpha Lit: Completed by 2pm (Jamie: arrival window 9-1. Max: strike between 11:30-12)

7:00 am

Bridal Suite Opens

Stylists and Bridesmaids Arrive

Hair & Make Up Schedule

Artist Michelle:

7:30 - Hannah R. (matron of honor) | hair

8:15 - Maddy (bride) | hair

9:45 - Maddy (bride) | makeup

10:45 - Tracy (m.o.b.) | hair

11:30 - Monica (personal attendant) | hair

12:15 - touch ups

Artist Madi:

7:30 - Danielle (bridesmaid) | makeup

8:15 - Hannah R. (matron of honor) | makeup

9:15 - Tracy (m.o.b.) | makeup

10:15 - Monica (personal attendant) | makeup

11:00 - Paula (step-m.o.g.) | makeup

12:15 - touch ups

Artist Morgan:

7:30 - Emma S. (bridesmaid) | hair

8:30 - Hannah A. (bridesmaid) | hair

9:30 - Maureen (bridesmaid) | hair

10:30 - Danielle (bridesmaid) | hair

11:30 - Paula (step-m.o.g.) | hair

12:15 - touch ups

9:00 am

Venue opens + Set up Begins

Rental and Decor Delivery:

Ceremony

4 Floral arrangements on stands + the ground at the front

Aisle Decor - Bows

Assigned seating for front row & readers

Welcome Sign: Outside if its nice out

Hanging Sign (Our Love Story): Inside in ceremony space as guests walk in

Hallways Area

Memorial sign in first corner

Cocktail Tables: 3 tables and budvases

Linens and Ties: Woodhaven

Welcome Table: Card Box and guest book and cameras

Photobooth: on last wall (set up during dinner)

Patio: Lawn Games (sign goes inside so people know they are outside)

BAR

Bar Decor & signage - koozies, menu x3, shuttle schedule, signature cocktail x2

Coffee Station - Venue handing

Cocktail Tables - Woodhaven linens, budvases

Mantle - Frames and Letters - The Barrettes, possibly bud vases

Reception

Guest Tables Centerpieces - florist bud vases / Kenzie providing lamps (one for each table)

Table Numbers

Cafe Lighting - We've Got it Covered

Lounge in reception by door to patio - signature suite

Linens - Woodhaven linens, bringing linens for head table

Head Table: Bridesmaids Bouquets - Harlo stands for ceremony florals.

Dessert Table: Donuts and Cookies

Mantle - Mr. and Mrs. - budvases and candles

Seating Chart - round table in reception room - florist provided

Place settings

- Name Cards: Yes
- Plates - Catering
- Silverware - catering
- Water Goblets - catering
- Chargers: Bride providing - Woodhaven bussing
- Napkins - Waterfall fold under changer - Woodhaven white
- Bows - pre tied on each charger

11:00 am

Lunch for Wedding Party

Jimmy Johns

11:15 am

Groomsmen arrive to Venue

12:00 pm

Hair and makeup complete

12:00 pm

Getting Ready Photos in Robes/Jammies

Dressed and Ready

Mother of the Bride: 12:10pm

Father of the Bride: 12:50pm

Bride: 12:20pm
Bridesmaids: 12:10pm
Groom: 11:50am
Groomsmen: 2pm (Brides brothers 12:50pm)
Parents of the Groom: 2:30pm

| | |
|----------|---|
| 12:00 pm | Grooms Portraits Getting Dressed 10 mins before |
| 12:20 pm | Bridal Portraits (Mom helping to her dress) Putting Dress on 10 mins before Bridesmaids put on dresses during this time |
| 12:45 pm | Bridesmaids First Look |
| 1:00 pm | Dad, Brothers + Bride First Look Getting Dressed 10 minutes prior |
| 1:15 pm | Bride + Groom First Look |
| 1:35 pm | Wedding Party and Family Rehearsal |
| 2:15 pm | Wedding Party Photos |
| 2:30 pm | All details set for guest arrival |
| 2:45 pm | Family Photos Brides Family First |
| 3:00 pm | Ceremony sound equipment set up and ready for sound check Officiant (Zack) + DJ + Readers (Nate, Todd, Molly) |
| 3:15 pm | Earliest guest arrival |
| 3:30 pm | Ushers Begin Seating Guests Programs: None Ceremony Prelude Music Begins |
| 3:30 pm | Wedding Party Hides in Suites + Sign Marriage License |

Shuttle Arrival

Departs Confluence: 2:45pm

Departs Treasure Island: 3:15pm

Arrival to Ceremony: 3:40pm

4:00 pm

Ceremony

Processional Order:

Barb Roble (Grandma) + Charlie

Parents:

Craig & Jen

Mark & Paula

Charlie & Mom Kate

Wedding Party:

Maureen + John Brockes

Danielle + Dom

Hannah A + Holden

Emma S + Eli

Hannah R + Zack (Officiant)

Emma E + Mike

(Standing order - flip Emma E and Hannah R)

Flower Girl + Ring Bearer: Wren & Miller

Bride + Mom Tracy

Ceremony Music:

Parents Processional: Congratulations Mac Miller (Instrumental)

Wedding Party Processional: For Good (Instrumental)

Bride Processional: Canon in D Brooklyn Duo

Recessional: Celebrate! Jonas Brothers

Announcements:

Before: None

After: Extended family photos directly after ceremony

First Row Reserved - Note cards for assigned seats

Readers: Molly, Nate & Todd

4:30 pm

Cocktail hour

Cocktail Hour Music Ready

Appetizer service begins - Butler Passed

4:40 pm

Extended Family Photos

Bustle after photos

5:45 pm

Guests seated for dinner

6:00 pm

Grand March

Just the Couple

Song: Remember This Jonas Brothers

6:05 pm

Welcome
MOB Tracy

6:10 pm

Dinner Service
Service Type: Plated
Wine Pour: None
Champagne Pour: Just the Couple

7:00 pm

Speeches
Order: Hannah Roble, Mike Barrette, Emma Esser
Thank you by the Newlyweds

Desserts put out during speeches

7:20 pm

Break for Desserts
Hannish Bakery - Cookies and Donuts

7:20 pm

Bride up to bridal suite for hair change

7:45 pm

Golden Hour Photos
Sunset: 8:15pm

8:15 pm

Special Dances
First Dance: Good Thing Go Quinn XCII
Mother Son: Incase You Don't Live Forever Ben Platt
Brother Sister: Count on Me Bruno Mars/Suit & Tie Justin Timberlake

8:20 pm

Open dance floor

9:30 pm

Late Night Snack
Dominos

Shuttles

9:30pm, 10:45pm, 12am

11:30 pm

Last Dance
Last Call: 11:15pm
Bar Close: 11:30pm

Breakdown Complete and Ready to be Loaded into Vehicles at this time.

11:45 pm

Guests Depart

12:30 am

Vendor Tear Down Complete + Venue Closes