|  |  |  |
| --- | --- | --- |
| **Venue & Address:** | | **Guests Expected #:** |
| **Estimated Start Time:** | **Wedding Ceremony Location:** | **Officiant’s Name:** |
|  | **Wedding Prelude Music Begins** | |
|  | **Mic Up Officiant & Groom** (wireless clip on lavaliere) | |
|  | **Wedding Ceremony:**  **Groom & Officiant Intro:** (not typical)  **Parents & Grandparents:**  **Bridal Party Processional:**  **Bride’s Processional:**  **Guest Readings/Sand Ceremony/Communion:**  **Bride & Groom Recessional:** | |
| **Cocktails/Social** | **From: Till: Cocktail Location:** | |
| **Reception Location:** | | |
|  | **Invite Guest Into Reception Area:** | |
|  | **Bridal Party Entrance:** | |
|  | **Bride & Groom Grand Entrance:** | |
|  | **Bride & Groom First Dance:** | Fade song out early? |
|  | **Blessing/Prayer/Bride & Groom Welcome** | |
|  | **Buffet or Plated Dinner (For Buffets: how would you like to have your guests invited up? Table #s?)** | |
|  | **Toasts: *Champagne or will they toast with the drinks they already have?***  **Toasters:** | |
|  | **Bride & Father Dance:** | Fade song out early? |
|  | **Groom & Mother Dance:** | Fade song out early? |
|  | **Special Dance** (Bride & Daughter etc..) | |
|  | **Anniversary Dance: Married couples or any couples are invited out to the dance floor.** | |
|  | **Open Dancing Begins:** | |
|  | **Cake Cutting:** | |
|  | **Shoe Game:** | |
|  | **Open Dancing** | |
|  | **Bouquet/Garter Removal/Garter Toss:** | |
|  | **Open Dancing:** | |
|  | **Last Dance:** | |
|  | **Any Special Exit Instructions:** | |

Reception Grand Entrance/Order of Introductions

Please list below those who will be introduced prior to the Bride & Grooms Grand Entrance.

***Introductions tend to run smoother using first names only*** *and the full name for introducing the bride and groom.*

*Please phonetically spell for easier pronunciations*

|  |  |  |
| --- | --- | --- |
| **Order #** | **Order of Introductions** | |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Bridesmaid & Groomsmen** |  |
|  | **Special Guest**  **Flower/Girl/Guy**  **Ring Bearer** |  |
|  | **Special Guest**  **Flower/Girl/Guy**  **Ring Bearer** |  |
|  | **Special Guest** |  |
|  | **Maid/Matron of Honor**  **& Best Man** |  |
|  | **Bride & Groom** |  |