

SAMPLE SCHEDULE - EXTENDED TIME (2p-Midnight at Venue)

- 12:00 Hair and makeup begins at
1:00 Transportation arrives to shuttle bridal party
Groom and groomsmen get ready at
1:15 Photographer arrives and begins 'getting ready' photos (_____)
1:40 Shuttle leaves _____ home for _____ park
2:00 Bride and groom first look portraits in park / outside location
2:00 Event Coordinator & Decorator arrive at venue for set-up
3:00 Caterer arrives at Venue for set-up
3:30 Bartender & DJ company arrives at Venue for set-up
3:30 Shuttle heads toward Venue
4:00 Bridal party arrives at Venue
Family photos begin at Venue
Shuttles pick up guests at Hotel
4:30 Freshen up and rest before ceremony
5:00 Food truck arrives for set-up
5:30 Ceremony begins (20 min), actual start 5-7 minutes after time on invitation
6:00 Cocktail hour begins in Gallery - 1st floor
Hall is reset for dinner - 2nd floor
7:00 Guests are invited into reception Hall for dinner - 2nd floor
7:15 Introduction of bride and groom
7:20 Tables are dismissed to buffet (_____ to dismiss tables)
8:30 Toasting begins (Maid of Honor, Best Man, Father of Bride, open? _____)
8:45 Cake cutting
9:00 Dessert truck arrives
9:00 First dance
9:05 Father/daughter dance
9:10 Dance floor opens
9:30 DJ announces _____ (ie. Photo booth / dessert truck)
10:00 Soft clean up of décor
10:15 Photo booth and photography concludes
10:30 Molly Moons truck departs
10:30 Last Call
11:00 Bride and groom depart, event concludes
Clean up begins
12:00 Venue fully vacated

Vendor Listing

Coordinator	Jamie Moore	(206) 799-2735
Designer		
Hair & Makeup	Milagros Salon / Oliver	(206) 441-5511
Transportation	Butler Transportation	(425) 883-0850
Photography	Jenny Jimenez	(206) 484-2912
Servers/Bartenders	Invisible Hostess / Natasha	(206) 227-8572
Ceremony & Reception Music		
Catering	Twelve Baskets	(425) 576-1000
Food Truck	Veraci Pizza / Errin	(206) 525-1813