

EVENTS BY *Emma Currie*

THE ULTIMATE PRIVATE PROPERTY WEDDING CHECKLIST

SUPPLIER	SUPPLIER NAME	COMMENT	TIMING
FOOD			
CATERING			
CATERING PREPARATION LOCATION			
WAIT STAFF			
PLATES & CUTLERY			
CAKE			
CANAPES			
GRAZING TABLE/ENTREE			
MAIN			
DESSERT			
MUSIC/BAND/DJ			
CEREMONY			
RECEPTION			
KEY SONGS CEREMONY			
KEY SONGS RECEPTION			
EXTENSION CORD/POWERPOINT			
LOCATION SET UP CEREMONY			
LOCATION SET UP RECEPTION			
CEREMONY			
WEDDING COORDINATOR			
CEREMONY BACK DROP/LOCATION			
CELEBRANT			
SIGNING TABLE & CHAIRS			
WATER STATION			
CHAIRS FOR GUESTS			
WELCOME SIGN			
EASEL FOR WELCOME SIGN			
UMBERELLAS FOR SHADE			
CEREMONY PLAN B LOCATION			
OTHER STYLING ELEMENTS			
FLOWERS			
BOUQUETS			
FLOWERS FOR SIGNING TABLE			
ROSE PETALS DOWN AISLE			
BUTTON HOLES			
CAKE TABLE FLORALS			
GUEST BOOK & CARD TABLE FLOWERS			
CEREMONY FLOWERS			
RECEPTION			
MARQUEE/SPERRY TENT			
TABLE & CHAIRS			
LOUNGE AREA (COCKTAIL)			
SEATING PLAN			
EASEL FOR SEATING PLAN			
FLORALS FOR SEATING PLAN			
DANCE FLOOR			
CANDLES FOR TABLES			
GUEST BOOK			
GUEST BOOK & CARDS TABLE			
GUEST BOOK & CARDS TABLE SIGNAGE			
BASKET FOR BATHROOM/CANDLES			
WISHING WELL			
WEDDING FAVOURS			
CAKE SERVER & KNIFE			
CAKE TABLE			
SIT DOWN			
TABLE CENTRE PIECES			
TABLE RUNNER			
TABLE CLOTH			
PLACE NAMES			
MENUS			
NAPKINS			
GLASSES			
TABLE NUMBERS			
BAR			
BAR STAFF			
DRINKS LIST			
BAR SIGNAGE			
BAR FLORALS			
GLASSES			
ALCOHOL			
SOFT DRINK			
WATER JUGS			
TEA & COFFEE			
COFFEE CUPS			
URN			
MILK			
MAKE UP & HAIR STYLIST			
MAKE UP ARTIST			
HAIR STYLIST			
PHOTOGRAPHY			
VIDEOGRAPHER			
PHOTOGRAPHER			
PHOTOBOOTH			
TRANSPORTATION			
BRIDAL PARTY TRANSPORT			
GUESTS			
OTHER			
COOL ROOM			
ICE			
PORTABLE TOILETS			
TOILET PAPER			
PARKING SIGNAGE			
DESIGNATED PARKING AREA			
GENERATOR			
HEATERS			
INSECT REPELLANT			
LIGHTING			
EXTENSION CORDS			
TABLE & AREA FOR SUPPLIERS TO EAT			
RUBBISH BINS			
RUBBISH BAGS			
LIGHTER			
WATER ACCESS			
INSURANCE			