

# WEDDING DAY LOGISTICS

Saturday, June 14, 2025

Couple: Jane & John Coordinator: Sarah Williams

TIME	EVENT	LOCATION	DETAILS / RESPONSIBILITIES
<b>08:00 AM</b>	Hair & Makeup Starts	Bridal Suite	Breakfast delivered at 8:30. Mimosas prepared.
<b>11:00 AM</b>	Photographer Arrives	Bridal Suite	Detail shots (rings, dress, invite suite).
<b>01:30 PM</b>	First Look	Garden Oak Tree	Groom in place at 1:15 PM. Private moment.
<b>03:30 PM</b>	Shuttles Depart	Hotel Lobby	2 Shuttles for guests. Manifest with concierge.
<b>04:30 PM</b>	Ceremony Starts	North Lawn	String quartet plays processional.
<b>05:00 PM</b>	Cocktail Hour	Stone Terrace	Passed hors d'oeuvres and signature drinks.

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<b>06:30 PM</b>	Grand Entrance	Main Ballroom	Parents, Wedding Party, then Newlyweds.

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**POINT OF CONTACT**

Maid of Honor: Emily  
555-0102

**TRANSPORTATION**

Elite Limo Service  
555-0199

**VENUE LEAD**

Michael (Manager)  
555-0145