

Annette & Anthony's Wedding

24 September, 2026

Locations

Groom's Getting Ready	Unit 1502, 10 Atchison Street, St Leonards
Bride's Getting Ready	Unit 106, 164 Willoughby Road, Sydney 2065
Photo Location #1	Balmoral Beach Beauty 8A Stanton Road, Mosman, 2088 Sydney, Australia (Door Games)
Photo Location #2	Headland Park (next to Gunners Barracks) - 10 min from Photo Location 1
Ceremony & Reception Location	Gunners Barracks End of, Suakin Dr, Mosman NSW 2088

The Crew

Couple	Party	Immediate Family Members
Annette 0426 646 416	Michelle Ling (MOH) (Whatsapp) +1 (917) 929-7455 Bambi Wong Clare Leung Eunice Sung	Brandon Szeto (brother) 0451 194 689 Gus Szeto (dad) 0450 874 678 Echo Li (mum) 0424 237 041
Anthony 0438 442 524	Alex Chan (Best Man) Gordon Kha Luke Kim Jonathan Wong	Daisy Shum (mum) Phil Chan (dad)

Venue Contact Planning contact: Lara Crabtree, lara@gunnersbarracks.com.au, 02 8962 5900. On-night lead: appointed venue manager (name/direct number TBC). Morning cake receiver and delivery window TBC.	Day-of Coordinator (arrive 3:30pm) Anica +1 416 524 7050 Jojo +1 647 388 8320 Aunty Juno +1 416 662 9818	Photographers: Ballyhoo Ed Rezapour 0402 248 090
Ceremony MC Pastor Andy Chin 0414 514 755 Reception MC DJ Dumpling (Damus) 0405 355 188	Set-up Team (arrive 3pm at Harbour Lawn Ceremony) Natalie (Florist) 0400 249 098 Daria (Ceremony sculpture artist) 0451 351 473 Lovesick Chairs (Abbey / Carla) 0412 572 018	Worship Team Lucais Yeung 0472 689 114 Jess and Jason Yeo Hair and Makeup Artists Amy Chan 0413 519 936 Ashley 0488 111 098

		Peiying Jiang 0426 051 055
Shoe Games MC Michelle Ling Scavenger Hunt MC Eunice, Bambi and Clare	Cake (The Green Bakery in North Syd @ 10AM) Brandon Szeto + Luke	Sydney Fireworks
Ring Bearer Gordon Kha	Mirror set up Luke, Alex	
Welcome Team Anica Connor Jojo Gifts - pass to David and Jane 0416 617 104	Pack up team Florist to pack up flowers by 10:30PM All groomsmen Brandon	Tea Republic - TBC

Bachelor / Bachelorette Party Schedule

Tuesday, 22 September, 2026

Time	Task	People	Notes
10:00AM	Drop off wedding deco: - Ceremony: ribbons with names for seats, bubble guns, bubble wands, giant mirror - Reception: napkins, name tags, tote bags - Party: LED wands	Brandon, Couple	Take pictures for positioning
6:30	Joint Bach Dinner	Couple & Wedding Party	Olio @ Kensington

Tea Ceremony / Rehearsal Schedule

Wednesday, 23 September, 2026

Time	Task	People	Notes
8:00 AM	HMU Getting Ready	Bride & PY	
11:00 AM	Arrive at Han's Kitchen for decor set up	Couple, MOH, Best Man	292 Willoughby Rd, Naremburn NSW 2065, Australia
11:30 AM	Family arrive at Han's Kitchen	Family	
1:00 PM	Tea Ceremony @ Han's	Couple & Family	PY taking photos

			Aim to wrap by 2PM
2:30PM	Travel to Gunners with Wedding Party	Couple and Wedding Party, Brandon Jojo Anica	Leave from St Leonards
3:00 PM	Rehearsal begins • Quick peek of Gunners venue • Processional positions and walking speed	Couple and Wedding Party, Jojo Anica	Take pictures for Pastor Andy's reference Confirm song version with DJ
4:00PM	Head to Happy Hour in CBD	Bridesmaids, Sung, + Peiying and Plus Ones	Employees Only / The Charles Bar (TBC)

Getting Ready Schedule

Thursday, 24 September, 2026

Time	People	Task	Notes	People	Task
6:30	BMaids	Wake up	Head to Unit 106, 164 Willoughby Road, Sydney 2065		
6:45	MUA	Set up			
7:00	Bride, BMaids	Begin hair & makeup: - Amy - Bride hair - Ashley - Michelle Hair	MUA: Amy · Ashley · PY Bambi: getting-ready playlist + tidy up Clare + Eu: Mini vlog + photos		
7:45	MOB, Bambi	- Ashley - Bambi Hair - PY - Eunice MU			
8:15		MOB H&MU	Eunice + Clare steam veil and dress		
8:30		- Ashley - Clare Hair - PY - Bambi MU			
9:15		Ashley - Eunice Hair			
9:30	-	PY - Michelle MU		Ant	Hair in Crow's Nest
10:00	Brandon	Collect cake & deliver to Gunners	The Green Bakery Shop G07, 25/29 Berry St, North Sydney NSW 2060	Luke	Assist Brandon
10:00	MOG	Ash - MOG Makeup	Wooden Whisk Delivery		
10:30	-	Amy - Bride Makeup	Michelle direct Anthony to separate	Ant	Makeup at Unit 106, 164 Willoughby Road,

		Ashley - Groom makeup	room		Sydney 2065
11:00	Michelle (point of contact)	Pansy Fleur arrival; Ballyhoo arrives at 11:30 at both prep locations	Bridal + bridesmaid bouquets, buttonholes – for detail shots + bride to carry		
11:00				GMen	Meet in Air (Unit 1502) + get ready
11:30	All	Annette into dress + Wedding Party first look	Getting ready robe, first look, mums photos	Photographer	Ballyhoo: one photographer at Air (groom), one at bride prep; both by 11:30. Contacts: Alex / Michelle.
12:00 -12:15		Buffer	Brandon arrive at getting ready venue to transport bridesmaids Drivers: Brandon	Have lunch	
12:15	Leave for Balmoral Beach (20 min drive to 8A Stanton Road, Mosman, 2088 Sydney, Australia) Drivers: Joe Tran, Brandon, Anthony				
12:45	Couple & Wedding Party	Arrive at Balmoral	Unload Door Games props, change into door game outfit	Same as BMaids	
1:30	Couple & Wedding Party	Door Games	Balmoral	Same as BMaids	
2:15	Couple & Wedding Party	Buffer / Shower if needed	Balmoral		
2:30	Couple & Photographers	Photos: First Look + exchange vows	Balmoral	Wedding Party Break	
2:45-3:30	Couple & Wedding Party	Photos with Wedding Party	Bradleys Head Amphitheatre		
3:30	Couple & Wedding Party	Head to Gunners	Gunners Barracks Headland Park for photos	Aim to arrive before 4PM	

Set-up Schedule

Refer to [Set up Info](#) section for more information

Time	Task	People	Notes
3:00 PM	Arrive at Gunners - Divide and conquer set-up	Pansy Fleur Giant Silk Art Juno, Anica and Jojo	Set-up priority: - Harbour View Lawn @ 3PM - Giant Silk Art: Cross & Petals - Gunners Signing Table & 2 Chairs - Lovesick Chairs - Flower - DJ booth and mics - Bubble guns under aisle chairs - supervise Ceremony set up and place ribbons on ceremony chairs with tape Reception (start @3:30): - Speakers and mics for sound - Flower clouds and candles - Charger napkins, totes and cards - Front welcome sign - Foyer table (outside): QR Code, bubble wands, note to guests to hold onto cards / large gifts to Jane & DT - Welcome table (Main Dining Room): Note to Guests to add messages on anniversary cards at reception table, pens, polaroid cameras & films, Bride & Groom Doll, Wishing Well
3:30-4:00PM	Sound check	DJ Dumpling Worship Team Pastor Andy	- Portable speakers -
4:00 PM - 4:30 PM	Final touches	Bridesmaids Groomsmen	Ensure everything is set up and catch a breath Mirror moved by Luke & Alex (see Ceremony floorplan) Welcome Team arrives Wedding Party assign aisle seats to hold bubble guns All guests to grab bubble wand (to blow at exit) Scan QR code for wedding program

Ceremony Schedule

Time	Task	People	Notes
4:00 PM	Guests start arriving • Guests to hold onto gifts / cards, drop after ceremony at welcome table	Welcome Team DJ	If free, groomsmen can help usher people to their seats; First four rows reserved for family + family friends (aunties and uncles) Leave aisle seats empty for wedding party Bride family on right and groom family on left (Bride on left, Groom on right) DJ starts playing background music: smooth jazz
4:15 PM	Final details	Couple + Wedding Party	Secure rings, vow books
4:30 PM	Ceremony begins Tell people to sit	Pastor Andy	Invite everyone to be seated Some ground rules • No photography or video during the ceremony; please be fully present
4:35 PM	Processional • Clare • Bambi • Eunice • Michelle • Alex • Gordon • Jonathan Wong • Luke • Anthony • Annette with Gus and Echo	Pastor Andy	Soul's Anthem (It Is Well) (DJ Edit) x:XX - ask guests to stand 2:46 - Annette walks in
4:42 PM	Pastor Andy introduce Worship team • Worship	Pastor Andy Worship Team	Worship song: 10,000 Reasons / What a Beautiful Name Guests remain standing if they are able
4:45 PM	• A bit about the couple • Scripture • Sermon	Pastor Andy DJ	Guests sit down Play quiet instrumentals background music
5:00 PM	Vow Exchange	Pastor Andy Couple	
5:05 PM	Ring exchange	Pastor Andy Couple	

5:09PM	Big Kiss	Couple	Pastor Andy to step aside, ask everyone to keep cheering for 2nd photo and couple will hold the kiss for as long as they cheer (Ballyhoo to capture kiss long shot) DJ play song
5:10 PM	Prayer	Daisy and Phil Couple DJ	
5:13PM	Signing	Phil & Gus Couple DJ	Phil & Gus as witness
5:15 PM	Recessional	Couple Wedding Party	Walk out for 5 minutes, drinks at exit Wedding Party to use bubble guns for exit Everyone else blow bubbles Groomsmen begin shuffling group photo grouping DJ to play exit song
5:20 PM - 6:00 PM	Ceremony ends, Cocktail hour Group photos Use the app's 19-group photo order (source of truth; also in the Ballyhoo sheet). See the numbered call sheet in Planning Decisions below.	Guests DJ to announce guests Jonathan to wrangle groups	DJ Dumpling: everyone pay attention, we want to take a couple of photos quickly - refer to the wedding program for the group you belong, groomsmen help guide you. if you any have questions, please raise them to the groomsmen. Once you've taken a quick photo, please feel free to head up onwards into the main dining room and enjoy canapes and drinks. Groomsmen and Lovesick chairs - help move chairs away from the aisle to clear space for photos. DJ play smooth jazz
5:30 PM	Ceremony bump out	Venue Decor Team	Florist repurposes flowers Vendors begin removing cross
6:05 PM	Dress change	Couple	Drink water

			Break
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Reception Schedule

Time	Task	People	Notes
6:00 PM	Move to dining room Introduction of Wedding Party	DJ	
6:15PM	Wedding Party Entrance	Wedding Party	Bridesmaid entrance song Groomsmen entrance song (Bang Bang Bang) Couple entrance song
6:15PM	Introduction speeches Entree - invitation to dinner	DJ	
6:45 PM	Shoe Game	Couple Michelle	Michelle to MC
7:05 PM	Mains		
7:30 PM	Matron of Honour speech Best man speech	Michelle Alex	5 minutes each max.
7:45 PM	Table toasting	Couple	Tell everyone we're toasting table - Ask everyone to prepare a drink
7:50 PM	Cake readiness only; cutting starts at 8:00 PM. Dessert follows the 8:00 PM cutting. Bride dress change	Couple Michelle	Bambi, Eu and Clare to set up Projector / Laptop for Scavenger Hunt Groomsmen to set up chairs Annette to change back to ceremony dress
8:00 PM	Cake cutting begins - Couple, DJ and Ballyhoo. Dessert follows. Prepare sparklers for later.	DJ Syd Fireworks	
8:15 PM	Thank you speech		
8:20PM	Scavenger hunt	Bambi, Clare, EuniceMC	Groomsmen usher people
8:40 PM	Group photo Father-daughter dance	DJ	Invite everyone to courtyard

	First dance		
9:00 PM	PARTY Bride dress change	DJ Syd Fireworks Bride + Bridesmaids	DJ Dumplings - do your magic and distract the people Patio available for people to get fresh air
9:15 PM	Sparklers go off Bride and Groom walk in to song	DJ Syd Fireworks	Sky full of stars by Coldplay Sydney Fireworks - Sparklers
9:15PM	Tiramisu served	Gunners	
9:45PM	“Bouquet Toss”	Bride	Toss DJ Dumpling plushie
10:30-45PM	Last Song	DJ	Snooze by SZA
11:00PM	Pack up	Couple	Thank everyone for coming
12:00 AM	Everyone gone		

Guest List

Ceremony	Reception
70 chairs for ceremony guests	72 seated for dinner (+ 4 vendors) 1 chair for DJ behind DJ table

Table 1

Facing ocean

Facing away from ocean

Position	First Name	Surname	Special Requirements
1	Kelvin	L	Vegan
2	Diem	D	Vegan
3	Chaewon	L	Gluten-free and dairy-free
4	Luke	K	
5	Henry	D	
6	Jonathan	W	
7	Josetta	S	
8	Fiona	S	Yellow mustard allergy
9	Gary	S	
10	Alfred	S	
11	Juno	S	
12	Brandon	S	Brother of the Bride
13	Joe	T	
14	Cecilia	H	
15	Barry	K	
16	Becky	L	
17	Eric	I	Diabetic (no dessert)
18	Caroline	M	
19	Andy	C	
20	Jess	Y	
21	Jason	Y	
22	Shreenithi	M	No beef
23	Ramu	V	No beef
24	Bethany	P	No shellfish
25	Francesca	N	Lactose intolerant
26	Rachel	T	Lactose intolerant
27	Lucais	Y	
28	Edmond	Y	
29	Anna	Y	Peanut allergy (ANAPHYLAXIS)

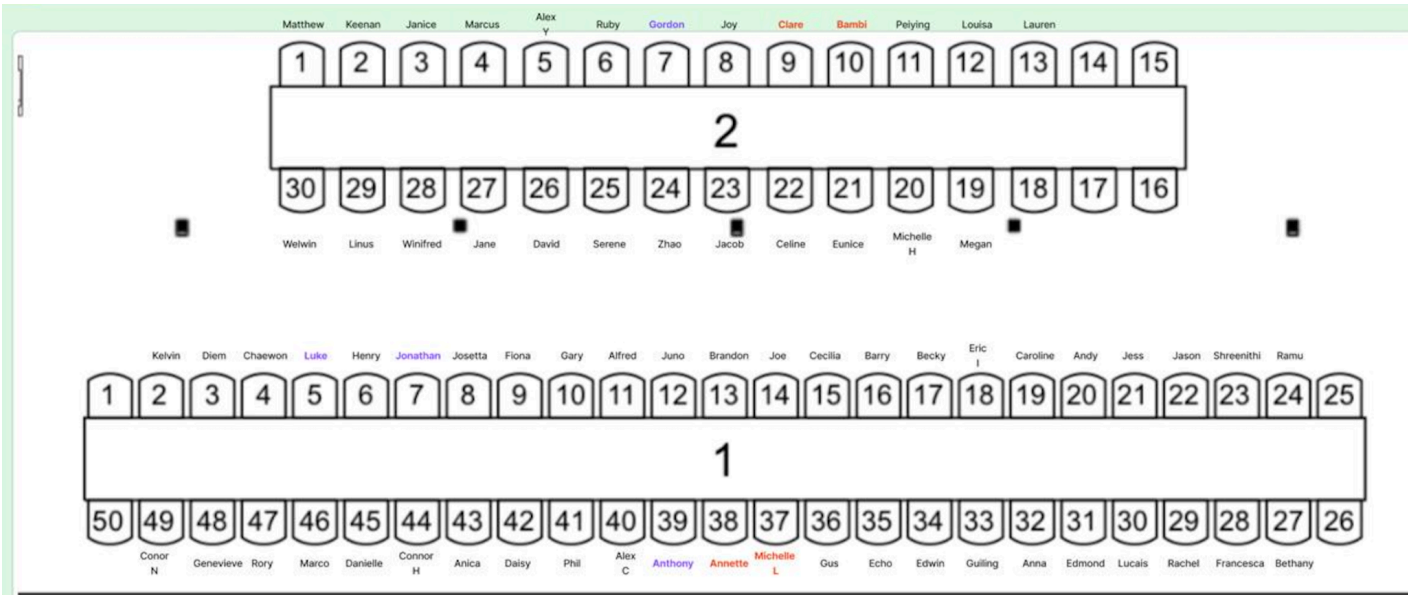
30	Guiling	L	
31	Edwin	L	
32	Echo	L	VIP Mother of the Bride - Barramundi preferred
33	Gus	S	VIP Father of the Bride - Mains extra hot steak medium rare
34	Michelle	L	No seafood
35	Annette	Szeto	Bride - no coriander (barramundi)
36	Anthony	Chan	Groom - no sugar, no carbs, no root vegetables
37	Alex	C	VIP Best Man / Brother of Groom
38	Phil	C	VIP Father of the Groom
39	Daisy	C	VIP Mother of the Groom
40	Anica	S	
41	Connor	H	Peanut allergy (ANAPHYLAXIS)
42	Danielle	C	
43	Marco	C	
44	Rory	C	
45	Genevieve	B	
46	Conor	N	

Table 2

Position	Surname	First Name	Special Requirements
1	C	Matthew	SEVERE peanut and hazelnut allergies (ANAPHYLAXIS)
2	C	Keenan	Child - Egg allergy. No booster / high chair needed.
3	W	Janice	
4	C	Marcus	
5	Y	Alex	
6	H	Ruby	
7	K	Gordon	
8	C	Joy	
9	L	Clare	
10	W	Bambi	
11	J	Peiying	
12	Y	Louisa	
13	H	Lauren	

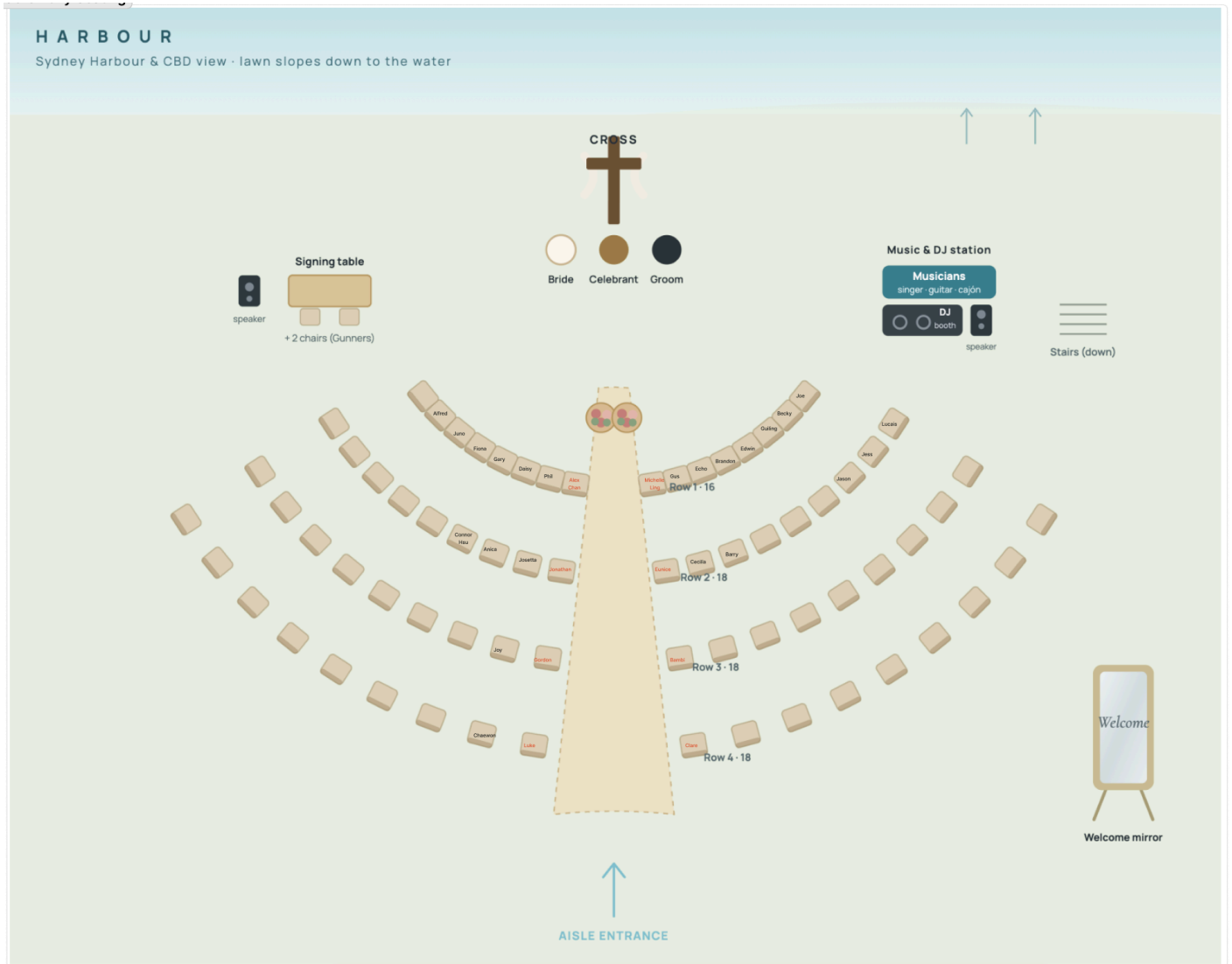
14	L	Megan	
15	H	Michelle	
16	S	Eunice	No coriander
17	W	Abigail	Fish allergy, no seaweed
18	O	Celine	
19	C	Jacob	
20	W	Zhao	
21	T	Serene	
22	T	David	
23	L	Jane	
24	L	Winifred	
25	C	Linus	
26	Kuriakose	Welwin	

Seating Chart

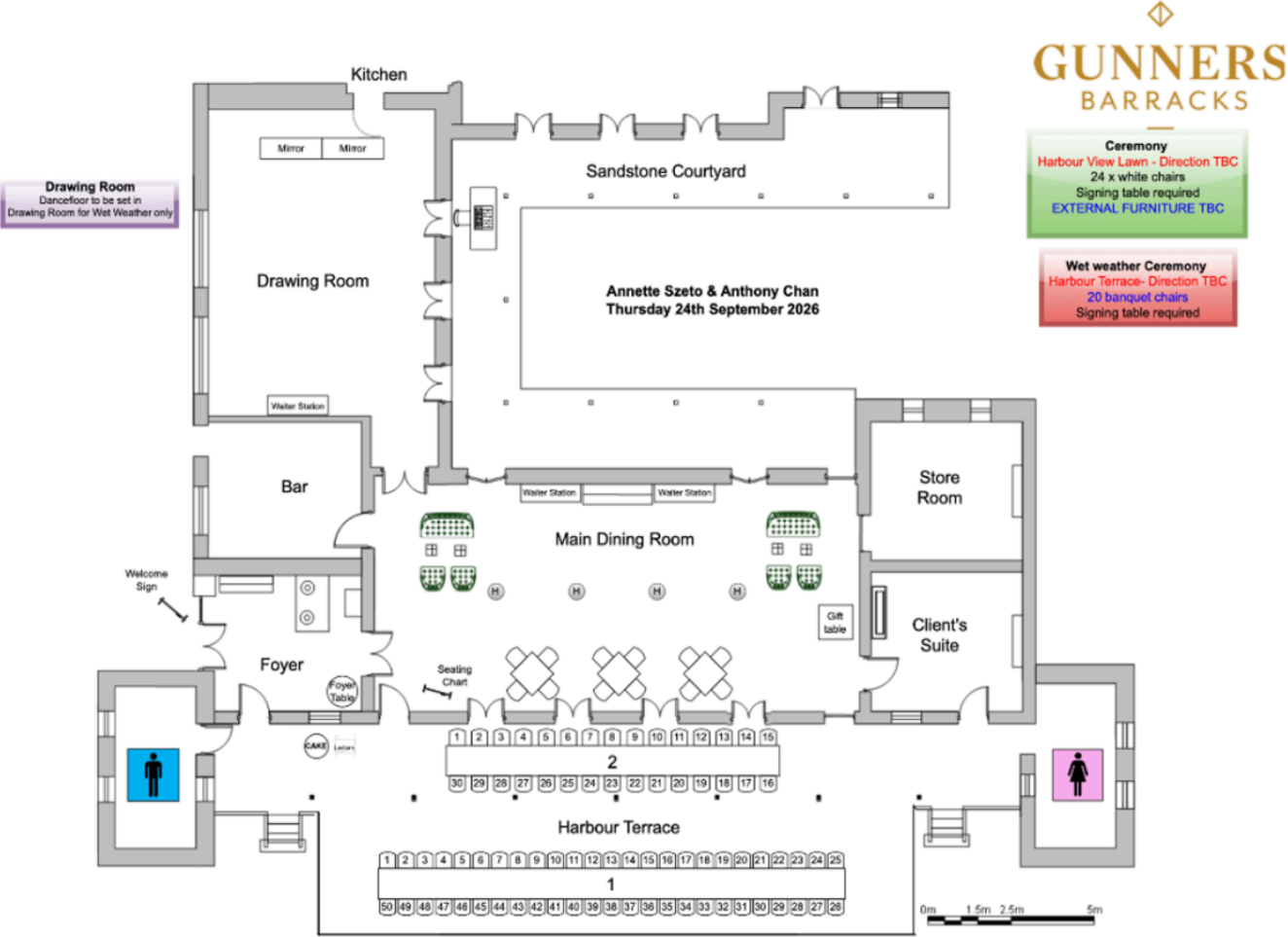


Floorplan

Ceremony



Reception Space



Set-up Info

AV Equipment (will be brought in by **DJ Dumpling**)

Refer to picture for placement of equipment



Ceremony:

Lucas Y - Guitar

Jason Y - Cajon from church

DJ Dumplings - Harbour Lawn set up

- 8 channel mixer
- wireless handheld Shure BLX m17 mic for Pastor Andy
- X1 1/4" to XLR cable for the guitar to go into my mixer (w/ Radial DI box) - Guitar output jack 1/4"
- spare mic for singer and x1 condenser mic for the cajon).
- x2 EV Everse 12" loudspeakers.
- power-station for electricity

Reception:

47	V2
48	Option 8 - with dining sound system (Harbour Terrace and MDR coverage)
49	x2 QSC KW12.2 @ Harbour Terrace
50	x2 LD Systems wireless handheld microphones w/ antenna paddles
51	x1 Audio Recordings available via Allen & Heath digital mixer
52	x1 Wooden DJ Booth
53	x1 Connect to in-house sound system ~40-50m XLR cable run
54	x1 Cable tray / cover
55	\$550 inc gst
56	Option 2 - with d-floor sound system - Reception only @ Courtyard
57	x2 Electro Voice ETX15p at the d-floor in the Courtyard
58	x1 Electro Voice ETX18sp subwoofer at the d-floor in the Courtyard
59	x2 LD Systems wireless handheld microphones w/ antenna paddles
60	x1 Audio recordings available via Zoom F3
61	x1 DI box, x4 XLR cables to connect to DJ booth
62	x1 Cable tray / cover
63	x1 Crew to assist with bump-in, set-up, tear-down and bump-out
64	x1 Set-up/tear-down + logistics + Compliance
65	\$330 inc gst
66	Add on: Metal DJ booth

FOR WELCOME TEAM (AUNTY JUNO, ANICA & JOJO)

Front welcome sign & table

- Items brought in on 22 Sep - ask venue for foyer table to be brought out
- Please place scavenger hunt prize in Bridal Suite

Items	Notes
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- Lay welcome sign on venue provided easel next to Table	
Table set up - QR codes - Pass out bubble wands - Heel protectors	- QR code and wifi password - ask everyone to scan - Note to guests to hold onto cards / large gifts to Jane & DT
Other ceremony areas	1. Remind Alex and Luke to move mirror welcome sign to ceremony lawn 2. Lay bubble guns at aisle seats 3. 8 x burgundy ribbons on aisle seats

Welcome table - In Main Dining Room further back

Pens, polaroid cameras, film, polaroid album, Wishing well Bride and Groom dolls placed in the middle Place polaroid film into the album as they fill up. Heart shaped sunnies displayed for photo taking Rearrange using your discretion.	- Note to Guests to add messages on 1 year anniversary cards - Mention message cards placed on reception table, couple to read on 1 year anniversary - Our guest book is the polaroid album
We'll have three Instax films. Please leave two camera	- 2 cameras on table

on the table for guests to use. One instax printer	- 1 Instax printer as backup - can only be connected to 1 phone one at a time. We have one spare phone (Annette's work phone, please don't lose it) that can be plugged at all times - Password to Annette's work phone is 449988
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Reception Tablescape

Please note:

- Dropped off at Gunners on 22 Sep

Table 1
16.8 m



Table 2
9.3 m



Gunners	1. GB: Napkin as bottom layer 2. Rolled tote bag on top of napkin 3. Luggage name tag propped against tote bag 4. Table numbers See picture	A close-up photograph of the table setting described in the Gunners section. It shows a white plate with a green napkin, a rolled white tote bag tied with a red ribbon, and a dark brown leather luggage tag with the name "DAVID T." printed on it.
Florist	Florist to set up approximately Table 1: 5 glass bud vases	See Table Diagram above

	18 larger pillar candles 3 x Floral Centerpieces set by Florist Table 2: 12 x Pillar Candles in hurricane catchment 2 x Floral Centerpieces; 9 glass bud vases	
Juno Anica Jojo	1. JAJ: 4 x 1- year anniversary card on table, 2 per table 2. Sense check	Check: - Name tags placed correctly (See “Admin” in website) - Napkins laid flat with tote bags on top - Luggage name tags propped up slanted against tote bag

Pack down list

Use large plastic bags labelled “Pack Down” and shove everything in if easier

Welcome table

- ☐ Wishing Well (Lock in Jane and DT's car)
- ☐ 3 Instax camera (1 pink, 1 blue in case and 1 ?) + 1 Instax printer
- ☐ Guestbook (polaroid album)
- ☐ Polaroid films
- ☐ Bride & Groom dolls
- ☐ All pens
- ☐ Annette's work phone & chargers (white iPhone SE in yellow case with Peanut as screensaver)

Reception area

- ☐ Annette's pink Apple laptop (Lock in Jane and DT's car) in grey case
- ☐ Small UE bluetooth speaker
- ☐ Large Bose bluetooth speaker (if not returned to Annette's mom)
- ☐ 4 x 1-year anniversary cards

Large decorations / miscellaneous

- ☐ Mirror sign - only Joe's car can take this mirror
- ☐ Welcome sign
- ☐ LED light sticks
- ☐ Bubble guns

Food / Drinks

- ☐ Wedding cake (esp. KETO one)
- ☐ Malibu / Johnnie Walker Red label if any left

Planning Decisions

Updated 15 September 2026

Confirmed corrections

- Vivien H and Eric N have withdrawn. The 18 September seating plan lists 72 named places: Table 1 has 46 and Table 2 has 26, plus four vendor meals separately listed. Denis Tam has withdrawn. Eric I remains attending. The withdrawn rows have been removed. Remaining written-list numbers are legacy references; use the seating diagram for physical positions.
- Jonathan Wong replaces Josh in the processional.
- Ballyhoo: two photographers arriving by 11:30 AM, one at each preparation address. Michelle is the bride-side contact; Alex is the groom-side contact. The attached Ballyhoo sheet confirms this.
- Cake readiness is 7:50 PM. Cake cutting begins at 8:00 PM, followed by dessert and moving to the 8:15 PM game.
- The app is the source of truth for photo groups and their order. Ballyhoo's sheet already matches it.
- Music already named: the worship medley 10,000 Reasons / What a Beautiful Name; A Sky Full of Stars by Coldplay for the 9:05 PM entrance; Snooze by SZA for the last song. Soul's Anthem (It Is Well) is named in the processional schedule. Keep exact cue/duration questions separate from song selection.

Wet Weather Activation Proposal

PROPOSED ONLY — couple and venue to confirm before use.

Before the wedding

At the 23 September rehearsal, agree ceremony on the Harbour Terrace and dancing in the Drawing Room, as shown on the venue plan. Confirm seating capacity, aisle direction, signing table and sheltered access. Resolve where dining tables go during the ceremony, who resets the terrace and whether dinner seating can begin on time. The diagram lists 20 wet-weather chairs: confirm the full venue-plus-hire supply rather than treating this as the complete seating plan.

Ask Lara to name the venue manager and a contact available before setup. Proposed couple-side decision lead: Anica, with Jojo as backup, subject to their agreement. Confirm every supplier's latest decision deadline.

24 September

10:00 AM — proposed decision lead checks forecast and conditions with the venue. Put the wet-weather layout on standby if conditions threaten the lawn ceremony or outdoor equipment.

1:00 PM — proposed final decision call, earlier if suppliers need more lead time. The venue assesses lawn/access suitability; the couple-side lead confirms the chosen layout. Activate the sheltered plan if the venue advises that the lawn is unsuitable. Decide before the 3:00–3:30 setup window.

Immediately afterwards — one coordinator sends the confirmed location and setup/photo instructions to florist, sculpture team, chair supplier, DJ, Pastor Andy, worship team, Ballyhoo and welcome team; obtain acknowledgements.

During setup — suppliers prepare the approved layout; DJ/worship team sound-check in the actual ceremony location; welcome team places directions along the sheltered route. Once committed, keep the layout unless the venue requires a safety change.

Photos and reception

Ballyhoo selects a sheltered photo position that does not obstruct guest movement or the terrace reset. Retain the app's group order; agree any reduced essential-shot list with the couple beforehand. A nominated photographer/coordinator releases each area for dismantling. If conditions worsen after setup, venue staff direct the shelter move, the DJ pauses the programme and the coordinator communicates revised cues.

Venue confirmations required

Harbour Terrace ceremony capacity and dinner turnaround; chair quantities; access/setup times; sheltered photo position; Drawing Room dance setup; treatment of the 9:05 sparkler entrance with venue/operator; and the named decision contact. Lara's 14 February email states venue vendor access from 3:30 PM, so earlier indoor setup or morning cake delivery needs separate agreement.

Venue contact evidence

Lara Crabtree — lara@gunnersbarracks.com.au; 02 8962 5900. Her 14 February coordinator-introduction email says she hands the event file to an appointed venue manager who runs the wedding on the night. This confirms the role, not that Lara or the manager will personally receive a morning cake delivery.