



## **Personal Decor for Lindsay & Chris Wedding - 10/15/2022**

**Please take some time to think about your personal decor and where you want it set up for the day-of your wedding. Examples are provided in “gray” text under each category for guidance, so please feel free to follow along or make your own list.**

**Once finalized, please turn the text “black” so I know that you have made your final decisions.**

**Feel free to also add mock-up pictures or inspiration pictures if you think it will be helpful for me to better understand your vision.**

*Note: On windy days, I may not be able to place certain items out exactly as described since they may blow over or away.*

### **Welcome / Guest Book Table**

- Table runner (garland)
  - “Cards & Gifts” acrylic sign
  - Blue canvas card box
  - “Please sign our guestbook” picture frame
  - Guest Book Jenga
  - Pens chalk white (3)
  - Wooden box glass insert 1 candle inside
  - Votive candles ~6
  - Welcome Sign on rod iron easel (next to welcome table)
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## Ceremony

- None
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## Cocktail Hour

### Cocktail Tables

- 6 Cocktail Tables (wine barrels), each wine barrel contains:
  - (1) Place mat / Table Cloth
  - (1) Bud vase
  - (5) votive candles (1 for each table)

### Cocktail Hour Bar (if separate)

- Set of (3) pillar candles
- Bar Signs on side of bar
- Vase for bride bouquet
- Tip jar
- Cocktail napkins



## **Reception**

- "Find Your Seat" Framed Picture on Light Wood easel - place in the area right before you walk into reception

## **Reception Tables**

- Clear acrylic table numbers
- Place settings (plates up at buffet with caterer)
  - Napkin folded in thirds, hanging over the table
  - Menu placed under the napkin, with a few inches of the top sticking out so the word "menu" s
  - Place card above
  - Greenery sprig on top of napkin (provided by florist)
  - Guest favor placed on plate

## **Sweetheart Table**

- (2) White candlesticks with hurricanes
- Votives
- Table runner
- Greenery (provided by florist)
- Special champagne toasting glasses for bride & groom

## **Reception Bar - Grand White Bar**

- Bar Sign
  - Set of (3) pillar candles
  - White Votive Candles ~5
  - Floral arrangement (provided by florist)
  - Tip jar
  - Cocktail napkins
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## **Dessert Table**

- (2) Acrylic tiered cupcake stands
- Set of (3) tiered blue candles
- (5) Votive candles
- Cake cutting knife set
- Stand for cake
- Flowers for cake (provided by florist)

- Dessert napkins
  - Dessert plates
  - Dessert forks
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## **Clean Up**

**At the end of the night all of your decor must leave the venue site.**

**I will pack everything neatly for you, but I will need to know who to give it to.**

**This person must be available until the end and have the capacity to store or transport the items.**

**The person responsible is:**

**We are sleeping/camping at the venue, we will have you put everything in the garage.**

## **Box Label Template**

**Feel free to use the template on the next page to print and tape to your personal decor boxes. This will help keep items organized and accounted for. You can copy and paste the items listed above.**

## Dessert Table Box

(1 of \_\_\_)

This box contains the following items. Check items as they are packed.

- ☐ (2) Acrylic tiered cupcake stands
- ☐ Set of (3) tiered blue candles
- ☐ (5) Votive candles
- ☐ Cake cutting knife set
- ☐ Stand for cake
- ☐ Flowers for cake (provided by florist)
- ☐ Dessert napkins
- ☐ Dessert plates
- ☐ Dessert forks

Special instructions for clean up:

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