

Please note: You cannot edit this spreadsheet directly. Instead, click "file" then "make a copy" to get your own working document!

#REF!

When	What	Where	Who
Pre-Ceremony			
7:00 AM	Couple wakes up	couple's house	couple
7:30 AM	Friends arrive to do hair & makeup	couple's house	couple, friends
8:00 AM	pick up decorations	couple's house	Wedding Stage Manager
8:15 AM	Photographer arrives	couple's house	Photographer
8:30 AM	venue opens	venue	Wedding Stage Manager
8:30 AM	set up begins	venue	wedding party
8:45 AM	Couple & Photographer leave for venue	couple's house	Photographer, Couple
8:45 AM	sound system setup	venue	name of friend
9:00 AM	Couple & Photographer arrive for photos	venue	Photographer, Couple
9:15 AM	Family Arrives for photos	venue	Friend wrangles
9:30 AM	Family Photos	venue	Photographer, Family, Couple
9:30 AM	wedding party changes	venue	wedding party
9:30 AM	flowers set up	venue	friend's name
9:30 AM	alcohol arrives	venue - bar	partner A's brother
9:50 AM	Wedding party photos	venue	Photographer, Wedding Party, Couple
10:00 AM	cake picked up from bakery	bakery address	friend's name
10:15 AM	Couple & Wedding Party get ready	Getting Ready Area	Couple, Wedding Party
10:30 AM	cake delivered to venue	cake table	friend's name
Ceremony			
10:30 AM	guests start to arrive	venue	ushers
11:00 AM	official start time on invites	venue	
11:00 AM	Begin Line up for processional	venue	Wedding Stage Manager
11:15 AM	processional	venue	Wedding Stage Manger Cues
11:45 AM	recessional	venue	couple
Cocktail Hour			
11:45 AM	Couple Quiet time	take a walk	couple
11:55 AM	cocktail hour	venue	Wedding Stage Manager/ caterer
12:00 PM	Couple Photos	venue	photog, couple
12:15 PM	Couple joins party	venue	couple
Reception			
12:30 PM	guest seated for brunch	venue	Wedding Stage Manager/ caterer
1:00 PM	toasts - four total	dance floor	names of toast givers
1:30 PM	meal over	venue	Wedding Stage Manager/ caterer
1:30 PM	first dance	dance floor	couple
1:35 PM	dance party!	dance floor	all
2:00 PM	cake cutting	venue	Wedding Stage Manager cues
2:05 PM	dance party!	dance floor	all
2:30 PM	last call	venue	announced by Wedding Stage Manager
2:45 PM	send off	venue	Wedding Stage Manager cues
3:00 PM	guests out	venue	Wedding Stage Manager cues
Post-Reception			
3:00 PM	caterer & family start breakdown	venue	caterer/ family
3:30 PM	families leave with stuff they're taking	venue	family
4:00 PM	breakdown done, everyone out	venue	all