



ISLAND PHOTOGRAPHY

# MANAGING YOUR wedding

## WEEKEND EVENTS

By Lisa Presnell, PWC

WHEN YOU HAVE GUESTS COMING IN FROM OUT OF town and a variety of weekend events planned, a detailed agenda is essential. Destination weddings typically include welcome receptions, rehearsals and rehearsal dinners, the ceremony and reception, and farewell brunches. Customize a wedding weekend schedule to keep everyone informed of when and where things are taking place. With specific details listed, your guests will not need to call you for the address of a particular location. In addition, it is a good idea to designate a “personal assistant” to field those calls. That person can be a wedding coordinator or a close friend or relative, and their number should be listed on the agenda in lieu of yours.

Since the bridal party and parents will be the only ones participating in the wedding ceremony itself, you will need two itineraries. The first will be an all-business schedule that guides your wedding party to any events that require their attendance. This will differ from the schedule for all wedding guests, as it will include such things as a bridesmaid’s luncheon, salon appointments, a gentleman’s golf outing, the ceremony rehearsal, and the rehearsal

dinner. Be sure to be specific and include the address and phone number for each location.

The second schedule indicates all of the social events, both before and after the wedding, to which all of your guests are invited. For example, the schedule for your guests might include the wedding ceremony, the reception, and the farewell brunch. Also include a list of local attractions that they can visit on their own, as well as local transportation services.

### *Things to remember:*

Include full details, including the correct name of the locations. For example, you would put The Golf Club of Amelia Island at Summer Beach rather than just The Golf Club. In addition, include the full street address, phone number, and website for directions. If the event is located at a residence, provide a cell phone number as well, in case someone needs assistance.

Indicate the event style and dress code. Guests will want to dress appropriately. For example, the dress code might read: Flip flops optional; leave the stilettos at home. We will be poolside today, so don’t forget the sunglasses and sunscreen.

Leave the restricted parties off of the schedule and send a personal invitation for those instead.

The schedule needs to be functional, but certainly not boring. Jazz it up with some colored card stock or create a mini book with colored index cards by punching holes in the corners and binding it with a ribbon or a small key ring. Personalize your agenda with your monogram.

Send the agenda out to your guests several months in advance. Many couples send these out with their invitations. If you have created a wedding website, include it on your page and update it often. All guests should receive a fresh new copy in their welcome baskets when they arrive at their hotels. I would suggest giving one to the hotel concierge and printing extra copies to keep handy.

Taking the time to share this information with your guests in a clear and complete manner will take the pressure off of you and your wedding party, and help everyone to enjoy these very special occasions.

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