[redacted]

VENDORS

COMPANY /VENDOR	CONTACT INFO	NOTES
Getting Ready Location (Women) **Bridal Suite (Chapel at Gruene)**		- We are able to show up at 10am.
Getting Ready Location (Men) **Log Cabin Cottage (Chapel at Gruene)**	[redacted]	- Men are able to show up at 2pm
Hair Artist [redacted]	[redacted]	- Arrival time 10am, Start Time: 10:20-10:30, Finish Time: no later than 3:00pm - Not sure about if they need to be paid of but will reach out.
Makeup Artist [redacted]	[redacted]	- Arrival time 10am, Start Time: 10:20-10:30, Finish Time: no later than 3:00pm - Not sure about if they need to be paid of but will reach out.
Photographer [redacted]	[redacted]	- 12 hours of coverage - There will be 2 shooters, Her for the women and her husband for the men. - Timeline: 12 hours of coverage Guys would need to arrive earlier than 2:00 for this timeline 12:00 photographers arrive, detail photos, girls finishing getting ready photos - 1:50 bride gets in dress - 2:15 first look with bridesmaids - Second photographer- guys getting ready - 2:30 Bridesmaids/ Groomsmen party photos - 3:30 everyone put away, prepare for ceremony, ceremony site/reception set up

		photos - 4:00 ceremony - 4:30 family portraits - 5:00 bride & groom sunset portraits - 5:40 bride & groom enter reception - (Reception coverage) - 12:00 fireworks (End Work Day)

Ceremony + Reception Venue
The Chapel at Gruene
	Email: michael@chapelatgruene.com
	Phone: 830-500-5094
		- Venue opens: 10:00
		  - Women begin hair and makeup
		  - Set up
		- Venue closes: 01:00
		  - All personnel must be off premises
		  - Trash must be taken out/area cleaned
		- Notes
		  - No artificial flowers/open flame candles

Caterer [redacted]	[redacted]	
Bartender [redacted]	[redacted]	- Arrival Time: 4:00pm - End Time: 12:00pm - Number of Meals: 1 or 2. - Will be paid prior to the wedding.
Rentals [redacted]	[redacted]	- Dropping off - PIck up
Florist [redacted]	[redacted]	
DJ + MC [redacted]	[redacted]	- Arriving: 2:45 - Booked from 3:00 -midnight
Officiant [redacted]	[redacted]	- Arrival Time: 3:45-4:00 - They are a part of the guest list so food is provided for him and his wife. May need a Mic. - No Payment, since it is Family.

Cake and Desserts [redacted]	[redacted]	- Arrival time is 10am
Photobooth [redacted]	[redacted]	- 4 hours - Set up prior to ceremony (needs to be set up by 3:50)
Appetizer [redacted]	[redacted]	Arrival Time: 3:30
Marquee Letters [redacted]		- On concrete in front of trees, facing hall

WEDDING INFO

Ceremony Venue Address	**Reception Venue Address**
1671 FM306, New Braunfels, TX 78132	1671 FM306, New Braunfels, TX 78132
Parking	**Guest Count**
Vendor Parking behind the bridal suite	**96**
Important Times	**Weather**
Ceremony - 4:00 pm Cocktail - 4:30 pm Reception - 6:00 pm Sunset - 5:44 pm End Time - 12:00 am Hardout - 1:00 am	☀ ☘ Sunny or partly cloudy, 70-85
Day of Contact	
Please ONLY contact the Wedding Planner! *Moments By Maddie* **Maddie** **210-601-7133**	
Vendor Handles	
[redacted]	

[redacted]

TIMELINE

[redacted]	
10:00	Venue opens for set up - Chapel staff sets up all decor
10:00	Hair and makeup team arrives: Bridal suite near back of venue
10:00	Hair and makeup starts
10:00	Cake/desserts are delivered
12:00	❖ Photo/Video coverage begins - start detail photos ➢ Robe photos ➢ Detail shots begin of dress, shoes, invites, etc.
1:50	Bride puts on dress - Maid of Honor and Mom (should be already dressed) to help bride put dress on
2:00	Guys start getting ready:
2:15	First look (with Dad, then bridesmaids)
2:30	Florist arrives for set up
2:30	Hair and makeup is done
2:45	DJ arrives and sets up
3:00	Wedding party photos
3:30	❖ Photos end, bridal party and couple to relax before ceremony ❖ Ceremony area should be set and ready ❖ Bride should be out of sight of guests
4:00	Ceremony *Officiant [redacted] already standing

	Processional → [CUE: insert song here] 1. Groom ([redacted] & MOG ([redacted] 2. MOB ([redacted] & [redacted] (Grandpa) [redacted] Bride's Processional → Golden Hour- JVKE (Orchestral Version) 1. [redacted] Recessional [CUE: Crazy little thing called love- Michael Buble] 1. Couple 2. Wedding Party Announcements → ● Thank you so much for coming, Please join us for cocktail hour behind the chapel
4:30	Cocktail hour ❖ Family photos ❖ Sign Marriage license with officiant and witnesses ❖ Get clean shots of reception space
4:30	Photo booth in service
5:15	Open reception doors ❖ Line up wedding party ❖ Bustle dress ❖
5:30	Grand Entrance 1. [redacted] Highway to Hell by ACDC 2. [redacted] - La Gozadera- Gente De Zona, Marc Anthony 3. Groomsmen - Party Rock Anthem by LMFAO 4. Bridesmaids - Sexy Back by Justin Timberlake **5.** [redacted] - Bailar by Deorro/Pitbull
5:40	❖ Welcome speech by couple ❖ Blessing by [redacted]

5:50	Plated Dinner service starts
7:00	First dance All You Need to Know - Gryffin, Slander
7:05	Mother/Son Dance What a Wonderful World - Louis Armstrong Father/Daughter Dance Mix: I loved her first -Heartland, Glamorous- Fergie, Don't you worry child- Swedish House Mafia
7:15	Cake cutting Sugar by Maroon Five *Are you keeping the top of cake? no *Use box provided by baker for leftovers
7:20	Dj asks guests to get champagne from the bar for the toasts
7:30	Toasts: 1. Best Man: [redacted] 2. MOH: [redacted] 3. FOB: [redacted] 4. Bride & Groom say thank you
7:45	Open dancing - Picture rush - Shoe Game
11:30	❖ Grand exit ➢ What is the exit? (Sparklers-100) ❖ Last Intimate dance ❖ Indian Summer - Jai Wolf
11:45	Champagne is served near chapel
12:00	Fire works, bar closes
1:00	Hard out ❖ [redacted]

NOTES: