

# Client Fill-In Emily Erdody & Jason Tallent

Friday 5/31/2024

<b>CustomerID</b>	053124RR	<b>EventID:</b>	11171	<b>Adults</b>	75	<b>Ceremony Time - EG</b>	4:00 PM	<b>Cake Cutting Time - K</b>	6:40 PM
<b>EventDate</b>	5/31/2024	<b>Children</b>	0	<b>Other</b>	0	<b>Seat Guests - Ring Bell</b>	5:00 PM		
<b>Client</b>	Emily Erdody & Jason Tallent			<b>SeatCnt</b>	75	<b>Rolls on tables when g</b>	5:00 PM		
<b>Banner</b>	Emily & Jason			<b>PrepCnt</b>	75	<b>Salads served at tables</b>	5:00 PM		
<b>Room(s)</b>	RR ROOM					<b>Bride &amp; groom grand</b>	5:20 PM		
<b>MainContact</b>	Twins mob: Karen/Sharon:					<b>Prayer Time - KIT</b>	5:45 PM		
<b>BarContact</b>	fog: Scott c 248-894-6800					<b>Dinner Time - KIT</b>	5:50 PM		

## East Ceremony Grounds

### CEREMONY - SET UP

Ceremony Time	4:00 pm
Pictures b-4 ceremony	Yes
Point person for rehearsal & cere	Bill Fenton
Thursday Rehearsal Time	4:00 pm
<b>Come in to decorate on Thursday 2 pm - 4 pm</b>	
Ceremony Rain Plan	In Room
Phone # to call if rains	Andreea: 734-255-9939
Ceremony Music Set Up	Dj (4ft table needed)
<b>Tony</b>	
First Look before ceremony	Yes
First Look location	
<b>with father at House</b>	
Reading Stand for Officiant	YES
Small Round Table w/Linen	
<b>TBD</b>	
Urns for wedding aisle: \$15 each	2
<b>on each side of the pergola</b>	

## Kitchen

### EVENT - MENU

Client Cuts - Rents	China
Cake Cutting Time	6:40 pm
Golden Hour photos w b&g	8:45 pm
<b>*Waterford</b>	
First Dance Time	7:00 pm
Outside Desserts Display options	None
Late Night Snack Time	9:00 pm
Pizza Buffet Guest Count	50

## Raisin River Room

### SALES DISCUSSION

Florist	costco
DJ Services	TNT
Photographer has copy of timelin	YES
Name of Hotel	Saline Hampton Inn
Shuttle service: Company	Hampton Inn
Name of Person taking gifts	mob Karen
Person getting envelopes	mob Karen
Rehearsal dinner Location?	Salt Springs
Who is taking leftover alcohol	fog: Scott c 248-894-6800

## McKay Lower Floor

### KR Lower Floor

KRL - Floor Opens	11:30 pm
<b>2 pm for photos</b>	
KRL - Floor Closes	3:30 pm
<b>First Look with father @3:30 pm</b>	
Banner Sign posted on front and	Yes

## Kitchen

### EVENT - MENU

Hors d'oeuvres yes or no	No
Seat Guests - Ring Bell at this ti	5:00 pm
Rolls on tables when guests are s	5:00 pm
Salads served at tables with rolls	5:00 pm
B&G cut cake at grand entrance	No
Bride & groom grand entrance	5:20 pm
DJ Announcing entire wedding p	Yes
Toast Time	5:30 pm
Number people toasting?	3
<b>1 moh 2 BM 3 Dad</b>	
Time scheduled for toasts	15 MIN
Prayer Time	5:45 pm
Dinner Time	5:50 pm
Menu Name	Moonbeams
Entrée 1	Black Angus Prime Rib with Au Jus
Entrée 2	Parmesan Chicken Breasts with Buerre Blanc Sauce
Starch Side 1	Yukon Gold Mashed Potatoes
Veggie Side 1	Green Beans with Toasted Almonds
Veggie Side 2	Roasted Carrots with Caramelized Sweet Onions
Salad 1	Mixed Green Salad with Dried Cranberries, Feta and Red Onions
Bread 1	Warm Herbed Rolls with Dipping Oil
Dipping Oil on Each Table	yes
Walk-about after B&G eat	6:20 pm
Cake Cutting & Display Options	

## Raisin River Room

### Set Up OF ROOM

Linen on carts 62" square from li	Yes
Linen on entry tables	Yes
TV Monitor in Entry	No

### BAR - SETUP

Non Alcoholic Beverage Service	Yes
Iced Water, Iced Tea, Lemonade	Yes
If No Indoor put Lemonade & Ice	Yes
Water Pitcher at each Table	Yes

### BAR - GLASSES

RR: All Glass Bar 6 hrs	Yes
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### BAR - OUTDOOR ONLY

### EVENT - TABLE INFO

Napkin Color 1	White
Overlay Color	Ivory
Bringing own table numbers	Yes
Bringing in own candles	Yes

### EVENT - CHINA AND GLASSWARE

Dinner Plates	Yes
Salad Plates	Yes
Olive Oil Plates	Yes
Bread Plates	Yes
Champagne Glasses at All Tables	Yes

### EVENT - SPECIAL ITEMS

### SALES DISCUSSION

Who is setting up?	Family
Room open for set up day of	1:00 pm
Officiant	Bill Fenton