

# Client Fill-In Julia Crowe & Will Yuhas

Saturday 5/23/2026

<b>CustomerID</b>	052326CH	<b>EventID:</b>	11267	<b>Adults</b>	160	<b>Outdoor Bar Opens - Ceremony Time - WG</b>	5:30 PM	<b>Toast Time - CH</b>	6:50 PM
<b>EventDate</b>	5/23/2026	<b>Children</b>	0	<b>Other</b>	0	<b>Indoor Bar Opens - C</b>	5:30 PM	<b>Dinner Time - KIT</b>	7:15 PM
<b>Client</b>	Julia Crowe & Will Yuhas	<b>SeatCnt</b>	160	<b>PrepCnt</b>	160	<b>Rolls on tables when g</b>	6:15 PM	<b>Cake Cutting Time - K</b>	8:15 PM
<b>Banner</b>	Julie & Will					<b>Salads served at tables</b>	6:15 PM	<b>Indoor Bar Closes - C</b>	11:30 PM
<b>Room(s)</b>	CH ROOM					<b>Seat Guests - Ring Bell</b>	6:15 PM		
<b>MainContact</b>	Madison - Muzak					<b>Bride &amp; groom grand</b>	6:45 PM		
<b>BarContact</b>	fob: John c 7-277-7225								

## Carriage House

### Set Up OF ROOM

ROOM OPENS FOR DECORA	11:00 am
Thursday decorating	
<b>Madison: decorating</b>	
Headtable:Table Sizes Needed	1-4ft / 2- 8ft
<b>Greenery</b>	
Number of Chairs at Head Table	18
<b>Hanging paper lanterns</b>	

### BAR - SETUP

Event Insurance Company	TBD
Event Insurance Policy #	TBD
Non Alcoholic Beverage Service	Yes
BAR CONTACT Name & cell:	fob: John c 7-277-7225
Indoor Bar Opens	5:30 pm
Indoor Bar Closes	11:30 pm
# Bartenders Indoor Bar	1- 8hr
Outdoor Bar Opens	5:30 pm
# Bartenders Outdoor Bar	2 - 8hr
Beer: # Kegs CH	
<b>TBD</b>	
Beer: Bottled RR	
<b>TBD</b>	
Liquor	No
Wine: Red at Bar	Yes
Wine: White at Bar	Yes
Oranges for Oberon beer	yes
Signature Drinks - need recipe/in	Yes

### LIQUOR FOR SIGNATURE DRINKS ONLY

Toast Time	6:50 pm
<b>1. Fancy Gin &amp; Tonic</b>	
Toast with whatever guests are dr	Yes
<b>2. Old Fashioned</b>	
Champagne for Head Table Only	Yes
<b>Champagne at head table TBD</b>	
Champagne: Pour at Head Table	Yes
Tip Jar Allowed	Yes
Iced Water, Iced Tea, Lemonade	Yes
Water Pitcher at each Table	Yes

### BAR - GLASSES

### BAR - OUTDOOR ONLY

Outdoor Bar Set-Up	yes
Outdoor Bar Opens	5:30 pm
Outdoor Bar Closes	11:30 pm
A&L supplying tap for keg	Yes
All Plastic- No glass allowed at o	Yes

### EVENT - TABLE INFO

Bringing in own candles	Yes
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### EVENT - CHINA AND GLASSWARE

Dinner Plates	Yes
Salad Plates	Yes
Olive Oil Plates	Yes

## Carriage House

### EVENT - CHINA AND GLASSWARE

Bread Plates	Yes
Champagne Glasses at All Tables	No
Champagne Glasses at Head Tabl	YES
<b>22 GLASSES</b>	

### EVENT - SPECIAL ITEMS

### SALES DISCUSSION

Who is setting up florals?	Madison
Who is tearing down at end of ni	Madison
Room open for set up day of	11:00 am
Who is removing cake stand at e	none
Officiant	Patrick
Discuss floral arrangements:	Yes
Florist	costco
Baker	TBD
DJ Services	Muzak - Kevin
Holding area for bridal party CH	yes
Photographer	Tara Niger
Name of Hotel	Kensington
Shuttle service: Company	Golden Limo
Name of Person taking gifts	mob
Person getting envelopes	mob
Rehearsal dinner Location?	home
Who is taking leftover alcohol	fob: John c 7-277-7225

## Gazebo

### GAZEBO OPTIONS

### EVENT - TABLE INFO

### EVENT - SPECIAL ITEMS

## Kitchen

### EVENT - MENU

Hors d'oeuvres yes or no	Yes
Pass Hors Time	5:30 pm
Hors D'oeuvre 1	Chicken Quesadilla Trumpets
Hors D'oeuvre 2	Mac & Cheese Wedges
Seat Guests - Ring Bell at this ti	6:15 pm
Rolls on tables when guests are s	6:15 pm
Salads served at tables with rolls	6:15 pm
Bride & groom grand entrance	6:45 pm
DJ Announcing entire wedding p	Yes
<b>GUYS &amp; GIRLS</b>	
Toast Time	6:50 PM
Number people toasting?	2
<b>1 MOH 2 BM 3 FOG 4 FOB</b>	
Time scheduled for toasts	20
Prayer Time	No
Dinner Time	7:15 pm

## Kitchen

### EVENT - MENU

Menu Name	The Feast
Entrée 1	Black Angus Prime Rib with Au Jus
Entrée 2	Lightly Breaded Chicken Breasts with Lemon-Caper Sauce
Starch Side 1	Cavatappi Pasta with Tomatoes, Fresh Basil, Olive Oil and Garlic
Starch Side 2	Garlic Mashed Potatoes with Butter & Green Onions
Veggie Side 1	Roasted Corn with Caramelized Red Onions & Red Peppers
Veggie Side 2	Green Beans with Toasted Almonds
Salad 1	Mixed Green Salad with Dried Cranberries, Feta and Red Onions
Bread 1	Warm Herbed Rolls with Dipping Oil
Walk-about after B&G eat	7:35 pm
Cake Cutting & Display Options	Baker is doing dessert display no refrigeration
Cake Cutting Time	8:15 pm
<b>Washtenaw Dairy ice cream cart Izzy</b>	
Golden Hour photos w b&g	8:20 pm
<b>with toppings</b>	
First Dance Time	8:45 pm

## McKay Lower Floor

### KR Lower Floor

## West Ceremony Grounds

### CEREMONY - SET UP

Ceremony Time	5:30 pm
<b>Girls @ Airbnb Photographer 1:00pm</b>	
First Look at Wellers	No
<b>Guys arrive at Wellers? 3:30 PM</b>	
Pictures b-4 ceremony	Yes
<b>Guests arriving @ 4:30 PM</b>	
Ceremony Rain Plan	In Gazebo
Phone # to call if rains	Andreea: 734-255-9939
Point person for rehearsal & cere	
<b>Madison from Muzak</b>	
Wedding party arrival time	
<b>TBD</b>	
Ceremony Music Set Up	Dj (no table needed)
First Look before ceremony	
<b>TBD</b>	

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## West Ceremony Grounds

### CEREMONY - SET UP

REHEARSAL TIME ON THUR	6:00 pm
DJ Table for ceremony - 4 ft	No
<b>4 FOLDING CHAIRS IN FRONT</b>	
Reading Stand for Officiant	NO
<b>TBD</b>	
Urns for wedding aisle: \$15 each	NO
Urns for wedding aisle: \$15 each	NO