

Client Fill-In Erin Bachler & John Inzina

Friday 5/29/2026

CustomerID	052926CH	EventID:	11956	Adults	130	Ceremony Time - WG	5:00 AM	Dinner Time - KIT	7:00 PM
EventDate	5/29/2026	Children	2	Indoor Bar Opens - C	5:30 PM	Cake Cutting Time - K	7:30 PM	Outdoor Bar Opens -	5:30 PM
Client	Erin Bachler & John Inzina		Other	0	Seat Guests - Ring Bell	6:00 PM	Indoor Bar Closes - C	11:30 PM	
Banner	Erin & John		SeatCnt	132	Rolls on tables when g	6:20 PM			
Room(s)	CH ROOM		PrepCnt	132	Salads served at tables	6:20 PM			
MainContact	Quaila riddle				Bride & groom grand	6:30 PM			
BarContact	Quaila Riddle								

Carriage House

Set Up OF ROOM

Thursday decorating	2:00 pm
Headtable:Table Sizes Needed	1-4ft / 2- 8ft
Number of Chairs at Head Table	
TBD	
Large Floor-Easel in Entry	1 Floor Easel

BAR - SETUP

Event Insurance Company	
Get Policy # at final meeting	
Non Alcoholic Beverage Service	Yes
BAR CONTACT Name & cell:	Quaila Riddle
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	
No alcohol	
Beer: Bottled RR	
Non alcoholic beer on tap	
Liquor	No
Wine: Red at Bar	
Non alcoholic wine red and white	
Signature Drinks - need recipe/in	Yes
Virgin old fashioned	
Toast Time	
Virgin sex on the beach	
Champagne Bottle at each Table	No
Champagne: Pour at Head Table	Yes
Non alcoholic champagne	
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
All Plastic- No glass allowed at o	Yes
Liquor	No

EVENT - TABLE INFO

Napkin Color	Burgundy
Bringing own table numbers	Yes
Children Under 5	Yes
Highchair : Quantity	3
ibd	
Boosters: Quantity	
ibd	
Wellers Farm Lanterns \$5	15
TBD	

EVENT - CHINA AND GLASSWARE

Dinner Plates	Yes
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Carriage House

EVENT - CHINA AND GLASSWARE

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 florals?	Quala
TBD	
Who is tearing down at end of ni	Quala
Quala	
Room open for set up day of	11:00 am
Who is removing cake stand at e	
Quala	
Officiant	June ford
Discuss floral arrangements:	Yes
Florist	Laura Giles
Baker	Enchanted Oven
Sheetcakes being brought in	
Bringing in cupcakes	
Photographer	Lacy
Name of Hotel	Hampton Inn
Shuttle service: Company	Hampton Inn
Name of Person taking gifts	Cindy Massie
Person getting envelopes	Cindy Massie
Rehearsal dinner Location?	Salt Springs
Who is taking leftover alcohol	Amy Massie Brides maids

Gazebo

GAZEBO OPTIONS

EVENT - TABLE INFO

EVENT - SPECIAL ITEMS

Kitchen

EVENT - MENU

Pass Hors Time	5:30 pm
Hors D'oeuvre	Bacon Wrapped Scallops
Hors D'oeuvre 1	Mac & Cheese Balls
Seat Guests - Ring Bell at this ti	6:00 pm
Rolls on tables when guests are s	6:20 pm
Salads served at tables with rolls	6:20 pm
Bride & groom grand entrance	6:30 pm
DJ Announcing entire wedding p	Yes
Toast Time	6:45 pm
Time scheduled for toasts	2
1. BM 2 MOH	
Prayer Time	Yes
Dinner Time	7:00 pm
Menu Name	Italian Countryside

Kitchen

EVENT - MENU

Entrée 1	Chicken Marsala with Cremini Mushrooms
Entrée 2	Slow Roasted Short Ribs in Rich Red Wine Saude
Starch Side 1	Pappardelle Pasta with Shaved Parmesan & Parsley
Starch Side 2	Rosemary Roasted Redskin Potatoes
Veggie Side 1	Grilled Rainbow Carrots
Veggie Side 2	Grilled Zucchini with Caper Butter
Salad 1	Caesar Salad with House-made Dressing & Home-made Croutons
Bread 1	Warm Ciabatta Bread with Dipping Oilh
Walk-about after B&G eat	7:30 pm
Cake Cutting & Display Options	Wellers Cuts Cake /Serves includes china
Cake Cutting Time	7:30 pm
Different flavors	
Golden Hour photos w b&g	8:00 pm
2 tiers Enchanted Oven	
First Dance Time	8:30 pm
B&G will cut the first cut @ 7:30 pm	
Outside Desserts Display options	Wellers is doing Display no cake
Then they will do the Walk About	
Late Night Snack Time	
Bringing in 80 cupcakes Wellers will set up at cake table	

McKay Lower Floor

KR Lower Floor

KRL - Floor Opens	11:00 am
KRL - Floor Closes	5:00 pm
Added Hours	1 hr @ 35.00

West Ceremony Grounds

CEREMONY - SET UP

Ceremony Time	5:00 am
First Look at Wellers	
at HH	
Pictures b-4 ceremony	Yes
Ceremony Rain Plan	
2 pm at HH with the girls	
Phone # to call if rains	Andreea: 734-255-9939
4 PM at Wellers with groom	
Point person for rehearsal & cere	Quila Riddle
Wedding party arrival time	5:00 am

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West Ceremony Grounds

CEREMONY - SET UP

First Look before ceremony

yes at Hospitality House

REHEARSAL TIME ON THUR

DJ Table for ceremony - 4 ft

No Dj ; Violinist for ceremony

Reading Stand for Officiant

Does she need a chair

Small Round Table w/Linen

TBD

Urns for wedding aisle: \$15 each

Urns for wedding aisle: \$15 each