

Client Fill-In Jenna Tucker & Anthony Lange

Saturday 10/10/2026

CustomerID	101026CH	EventID: 11261	Adults	116	Ceremony Time - WG	5:00 PM	Dinner Time - KIT	7:00 PM
EventDate	10/10/2026		Children	0	Outdoor Bar Opens -	5:30 PM	Cake Cutting Time - K	7:50 PM
Client	Jenna Tucker & Anthony Lange		Other	0	Seat Guests - Ring Bell	6:00 PM		
Banner	Jenna & Anthony		SeatCnt	116	Rolls on tables when g	6:00 PM		
Room(s)	CH ROOM		PrepCnt	116	Salads served at tables	6:00 PM		
MainContact	Ronnie c 707-953-8726				Bride & groom grand	6:20 PM		
BarContact	FOG: Jeffrey c 734-891-8520				Toast Time - CH	6:30 PM		

Carriage House

Set Up OF ROOM

Headtable:Table Sizes Needed	1-4ft / 2- 8ft
Number of Chairs at Head Table	18
Large Floor-Easel in Entry	1 Floor Easel

BAR - SETUP

Event Insurance Company	TBD
Event Insurance Policy #	TBD
Non Alcoholic Beverage Service	Yes
BAR CONTACT Name & cell:	FOG: Jeffrey c 734-891-8520
Outdoor Bar Opens	5:30 PM
Liquor	Yes
Wine: Red at Bar	Yes
Wine: White at Bar	Yes
Toast Time	6:30 pm
Toast with whatever guests are dr	Yes
Champagne Bottle at each Table	No
Champagne for Head Table Only	No
Champagne: Pour at Head Table	No
Tip Jar Allowed	Yes
Iced Water, Iced Tea, Lemonade	Yes
Water Pitcher at each Table	Yes

BAR - GLASSES

BAR - OUTDOOR ONLY

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
Liquor	Yes

EVENT - TABLE INFO

Napkin Color	
small centerpeices - bride	
Picking up napkins to fold	peach
Bringing own table numbers	No
Use Wellers table numbers	

EVENT - CHINA AND GLASSWARE

Dinner Plates	Yes
Salad Plates	Yes
Olive Oil Plates	Yes
Bread Plates	Yes
Champagne Glasses at All Tables	No
Champagne Glasses at Head Tabl	NO
Champagne Glasses at Head Tabl	NO

EVENT - SPECIAL ITEMS

Vegan Meals	5
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SALES DISCUSSION

Who is setting up florals?	wood flowers
Who is tearing down at end of ni	TBD
Room open for set up day of	11:00 am
Who is removing cake stand at e	TBD

Carriage House

SALES DISCUSSION

Discuss floral arrangements:	Yes
Florist	ONLINE
Florist must take trash & packagi	Y
Baker	ZINGERMANS
DJ Services	Wildside Entertainment
Holding area for bridal party CH	CH Sunroom
Photographer	Melissa c 989-239-9969
Name of Hotel	None
Shuttle service: Company	None
Shuttle: # of guests	None
Person getting envelopes	mog patricia
Rehearsal dinner Location?	TBD
Bartender payments	2

Gazebo

GAZEBO OPTIONS

High-Tops with linen 72" linen	2
No Charge	
Tables with 6 chairs & 72 " linen	4
No Charge	
Skirted DJ table in GZ - 8 ft	Yes
No Charge	

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	Chicken Quesadilla Trumpets
Hors D'oeuvre 1	Filo Triangles filled with Spinach & Feta Cheese
Hors D'oeuvre 2	Bruschetta with Tomatoes, Basil & Garlic
Seat Guests - Ring Bell at this ti	6:00 pm
Rolls on tables when guests are s	6:00 pm
Salads served at tables with rolls	6:00 pm
B&G cut cake at grand entrance	No
Bride & groom grand entrance	6:20 pm
DJ Announcing entire wedding p	Yes
3 couple + b&g	
Toast Time	6:30 PM
Number people toasting?	3
1 MOH 2 BM 3 FOB	
Time scheduled for toasts	20 min
b&G Welcome	
Prayer Time	No

Kitchen

EVENT - MENU

Dinner Time	7:00 pm
Menu Name	The Feast
Menu Price upgrade	
3 GF	
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 time	7:20 pm
with the photographer	
Cake Cutting Time	7:50 pm
OUTSIDE DESSERTS	
Zingermans 2 tier cake 36 cake cutting	
Outside Desserts Display options	
Ronnie will be setting up cupcakes	
Renting china cake plates	yes
put 36 china plates on the table with cake	
B&G private photos outside	8:00 pm
Photos outside	
First Dance Time	8:30 pm
in Gazebo	
Late Night Snack Time	10:00 pm
Bavarian Pretzels with Beer Chee	50
Set up on buffet table inside	
Mulled Cider & Donuts	50

McKay Upper Floor

KR Upper Floor

KRU- Opens	1:00 pm
1 pm Hair & Make up	
KRU-Closes	5:00 pm
3 pm Photographer -	
Fee if furniture is moved	
4:45 pm First Look with Father	

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West Ceremony Grounds

CEREMONY - SET UP

Ceremony Time	5:00 pm
First Look at Wellers	No
at HH	
Pictures b-4 ceremony	No
Ceremony Rain Plan	In Gazebo
Phone # to call if rains	Andreea: 734-255-9939
Point person for rehearsal & cere	TBD
Wedding party arrival time	4:30 pm
Ceremony Music Set Up	Dj (no table needed)
Not at Wellers	
REHEARSAL TIME ON THUR	6:00 pm
DJ Table for ceremony - 4 ft	No
Reading Stand for Officiant	NO
Urns for wedding aisle: \$15 each	TBD