



GRELEN'S WEDDING

Checklist



You've booked the venue, now what?
Here are some very first steps to get you started...

1. Think about your **GUEST LIST** and decide how big a wedding you want to have - every vendor will ask you the size of your wedding.
2. Research **VENDORS** on our Preferred List by visiting their Websites & Instagram Pages.
3. Based on who fits your vision, pick your top 3 **VENDORS** in each category focusing first on a **PLANNER & CATERER** (click on the worksheet below). These vendors must be chosen from our list.
4. Send an inquiry to all of your top vendors asking about availability, pricing, etc.
5. Interview your favorite 2-3 planners and full-service caterers.
6. Decide what you can afford and hire a caterer and planner. Some caterers offer planning services, too. You will need to decide whether you prefer full-service, 1-3 month or day-of planner to book a planner. We highly recommend hiring at least a 3-month planner if that works within your budget.
7. Decide on **LODGING** for family & wedding parties. Check out Grelen's Boxwood Villa & Spotswood Lodge for family & wedding party lodging. These homes are also good for getting ready, photos, rehearsal dinners and brunches.
8. Decide on **LODGING** for guests: Orange County, Charlottesville or Culpeper? Call hotels for room blocks.
9. Hire the rest of your **VENDORS** including but not limited to florist, photographer, band or DJ, transportation, etc. (planners can help with this).
10. Research venues for your **REHEARSAL DINNER**. Grelen's newest venue, The Depot, is a great option. :) Vendors will need to be hired for this event, too. Repeat the above steps!

WEDDING

Number of Guests? _____

Top 3 Planners

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-
-

Top 3 Caterers

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Top 3 Floral Designers

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Top 3 Photographers

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Top 3 Cake Designers

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Top 3 Bands/DJs

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Top 3 Videographers

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Top 3 Hair Stylists

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Top 3 Make-up Artists

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Rentals?

Different Chairs? Extra Furniture/Bars? Linens?

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Top 3 Rental Companies

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Officiant Options?

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REHEARSAL DINNER Number of Guests? _____

Top 3 Rehearsal Dinner Venues

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Caterer? (if applicable)

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Florals?

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Photographer/Videographer?

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Rentals?

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-
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-
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Top 3 Rental Companies

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