

Wedding Vendor Verification Sheet:

Name of Bride and Groom: _____

Day/Date of Wedding/ Bldg _____

Do the bride and groom have overnight accommodations at The Inn?

Check In Date: _____

Check Out Date: _____

Are any of your guests staying at the Inn? _____ How many rooms are booked? _____

Are you having a Rehearsal Dinner At Desmonds _____ If yes Date/ Time _____

Are you having a Post Nuptial Breakfast at Desmonds _____ If yes Date/ Time _____

Limousine: _____ Phone #: _____

Contact: _____

Group Transportation: _____ Phone #: _____

Special Instructions: _____

Florist: _____ Phone #: _____

Contact: _____ Tables amount _____

Decorating Cake: Y or N

Centerpieces: Candles: Y or N (if yes, need to protect tablecloths)

Special Instructions: _____

DJ/Band: _____ Phone #: _____ # of Vendors _____

Contact: _____

Providing: *Sound for Clergy:* Y or N *Ceremony Music:* Y or N *Cocktail Hour:* Y or N

Special Instructions: _____

Photographer: _____ Phone #: _____ # of Vendors _____

Contact: _____

Special Instructions: _____

Videographer: _____ Phone #: _____ # of Vendors _____

Contact: _____

Special Instructions: _____

Clergy for on-site ceremony: _____ Phone#: _____

Church: Mass or Ceremony

Name: _____ **Location:** _____ **Time:** _____

Bridal Store: _____ Location: _____

Tuxedo: _____ Location: _____

Linens: Overlay: _____ Napkin: _____

Appointments: Final Paperwork _____

Favors _____