

SAMPLE WEDDING RECEPTION ITINERARY

- 1:00 Decorators arrive to decorate reception venue
Cake & Flowers delivered
- 3:30 Friends arrive to set up wedding favours & sign-in table
- 4:00 DJ arrives to set-up
- 4:30-6:00 Bridal Party arrive to grounds for photographs
- 5:00 Guests arrive (time on invitation)
- 5:00-6:00 Appetizers & cocktail hour
Guests sign book & find tables
- 6:00-6:15 Bridal Party in Bridal Room getting ready
- 6:00 Guests are seated
- 6:15 Parents & Bridal Party Grand Entrance
MC gets everyone to line up in pairs in the order they will be introduced
Guys & girls will walk up separate staircases & meet at top of staircase then walk in together & stand in front of the head table
- Parents of the Bride** – Indicate names here
Parents of the Groom
Ring Bearer & Flower Girls
Groomsmen & Bridesmaids:
Best Man & Matron of Honour
Bride & Groom
- 6:20 Photos of wedding party while lined up at head table

- 6:30 MC: Intro, welcome, "ground rules". This can include:
- Announce open bar but remind them to make safe arrangements to get home now
 - Indicate location of bathrooms
 - Sign guest book
 - Explain when dinner will be
 - Invite guests to make request to DJ during dinner
 - Explain that photo station provided by Dynamic Weddings available after dinner
 - Instead of clinking your glasses when you want to see the newlyweds kiss, you need to (indicate preference here)
 - Out of town guests
- 6:45-8:00 Dinner
- Head Table eats first
 - Other tables go for dinner determined by_____
- 7:00 Bride and Groom visit each table and take group photos while guests eat
- 7:30 Cutting of the cake
- 7:45 Speeches (if plated dinner, do in between courses. If buffet, do after everyone has food)
- 8:15-8:25 Slideshow
- 8:25 – 8:45 Games & Entertainment
- How Well Do You Know Your Spouse** (sit back to back and hold up shoes)
- Can be done with bride and groom and their parents
- 8:45 – 9:00 Dessert
- 9:00 Formal Dances
- (1) **Bride & Groom 1st Dance (indicate song choice here)**
 - (2) **Bride & Father Dance (indicate song choice here)**
 - (3) **Groom & Mother Dance (indicate song choice here)**
 - (4) **Bridal Party Dance (indicate song choice here – an up beat song is best)**
- 9:15 Dance floor open!

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| 10:30 | Midnight Buffet - Late night snack served DJ Announces more food is out |
| 11:30 | Last call at the bar DJ Announces host bar will be closed |
| 11:55 | Last Dance |
| 12:00 | Clean up |
| 12:30 | EVERYONE MUST BE OUT!!! |