

Planning your Wedding at The Wellbeing Farm

Name: _____ **Date of wedding:** _____

Please bring this form with you when you visit the farm for our Prop Store tour. It will help you remember what you need to think about when you plan your wedding. It's then important that you complete this form as fully as possible in time for your three month meeting so you can share this with your Wedding Coordinator thanks x

Bride / Partner 1 First name and last name	
Groom / Partner 2 First name and last name	
Emergency Contact on the day	In case of any problems, who will be your main contact on your wedding day?
Photographer details	Name / Phone Number / Email address
Videographer details	Name / Phone Number / Email address
Other suppliers details	Please list other suppliers e.g. florist, cake, band, venue dresser, photo-booths, outside suppliers, transport provider etc....

Accommodation (Wedding House)

Where will the wedding couple be staying the night before or on your Wedding Night?	Please state if you plan to stay at Barons Farm our Wedding House....
If you are staying at Barons Farm, have you completed a booking form?	

Timings:

Church service or The Wellbeing Farm or Registry Office	If you are having a church service, please state which church? Please let us know the Church service time? If you are getting married at The Wellbeing Farm, what time have you booked the Registrar for? Would you like an outside wedding in our licensed Wellbeing Farm Wedding Pavilion? (Please note obviously this is weather dependent)..
What time have you told your evening guests to arrive?	Please note if you are unsure you can always ask us for advice about this...

Ceremony – If you are getting married at The Wellbeing Farm

What props would you like to use for your ceremony?	Arch: Yes or No From your tour of our Prop Store, are there other items you fancy using e.g. typewriter, thrones, Mr and Mrs wooden signs etc... Would you like part of your ceremony seating to be straw bales? If so, would you like to use the crochet blankets or hessian sacks on them? Are you having any aisle decorations?
Special requirements for your ceremony	Do you have any special requests? What would make your ceremony magical? What music would you like to play walking down the aisle and while you sign the register (5-6 songs)....

Décor / Props

Have you hired a venue dresser or are you doing it yourself?	
Would you like the llamas, alpacas and donkeys to appear at your wedding?	
Have you started your table plan? Do you need any help with this?	
Highchair requirements / pram access:	Will you need any highchairs? How many do you think you will need? Do you have anyone attending who may need wheelchair access?
Name Cards	Will you be having name cards on the tables?
Table names or numbers?	Would you like to use our table numbers or will you have table names?
Have you an idea of how you'd like your tables to look?	What's your colour scheme if any? What items would you like on your tables? Log slices, kilner jars, LED candles etc.... Will you be having flowers on your tables? Would you like to use any of our vases / flower holders? Are you happy to use white crockery with normal cutlery or would you prefer the bamboo wooden disposable plates? The napkins we provide are white. Do you plan to use these or source your own alternative? Please make sure you source your own runners ...

What other props have you seen which you'd like to use for your wedding?	
Do you want to use our bunting?	
Would you like a Cake Cart for your wedding?	
Would you like to use our Candy Cart?	If you are bringing your own sweets don't forget to bring the sweet bags...

Music and Entertainment

Have you sorted out the music for your ceremony?	For music you are welcome to use our music system but you will need to prepare a CD or bring your iPad / iPhone This will require 5-6 songs. Will you be having any entertainment during your ceremony?
Have you sorted out the music for your reception?	For music you are welcome to use our music system but you will need to prepare a CD or bring your ipad / iphone Will you be having any entertainment during your reception?
Will you be having any evening entertainment	Please include the name of the band or DJ or other entertainer and their contact details. We do require a copy of your band/DJ's liability insurance certificate and pat testing equipment certificate please bring this with you on your 3 month meeting. Please note last orders for the bar are 12.45am and the music must finish by 1am.
Do you want to throw your bouquet?	

Any other details to make your wedding evening event amazing:	
What would make your day special? What is the most important thing that MUST happen on your wedding day?	

Please note food and drink options will be discussed in person with you at your three-month meeting – if you are sending out wedding invitations, we are happy to proof read these for you to check that all the information is there. Don't forget to ask your guests about their dietary requirements and if they have any food allergies.

Is there anything you are worried about or need help with? Please use this space below for anything else you'd like to discuss with your Wedding Coordinator at your three month meeting.....