



## **If you're having an outdoor reception, you'll need to think about, and plan for all of the following:**

- Wet weather!!
- Is the ground suitable for your guests? Remember, grass and high heels don't mix.
- Do you have any alternatives for wet/windy weather?
- Will it be too hot? Too cold? Your guests need to be comfortable too.
- Is there space for your caterers? Is there power available?
- What time are you holding your celebration? Will you need special lighting?
- What time can your wedding team (florist, stylist, entertainers, caterers etc) get access to the venue? Will this be sufficient for each of them?
- Is there enough parking for guests? Are there taxi facilities?
- Are there any sound restrictions where you are? You don't want the police shutting you down, and it's only proper that you don't disturb neighbouring homes or businesses, so it's wise to check with the local council about this, and whether you're allowed to use the space overall.
- Are there sufficient toilets and cloakrooms?
- Are there facilities for babies and children?
- Are there disabled facilities?
- Do you need a marquee? If so, is it for cocktails or a sit down dinner – everyone needs to fit comfortably in this space, and you'll need to allow for the bridal table, dance floor, stage, and services.

**Contact Weddings by Staging Connections  
on (02) 9556 8875  
or email [weddings@stagingconnections.com](mailto:weddings@stagingconnections.com)**



## **How about when planning a wedding out of your home town, in the country or in an unusual location?**

- Plan well in advance. Island, country or other unusual destinations have peak and off-peak periods, which will affect when you can have your wedding.
- Send out invitations early. Your guests will need to plan for time off work, arrange for babysitters in order to travel from interstate or overseas.
- What's the travel/distance time and cost for your guests, by road/air/sea/train?
- What accommodation facilities are available at your venue or location? What are the costs involved?
- Will the location be able to offer your guests local activities?
- Are there travel/accommodation/activity packages offered by your destination?
- With all of the above, If your guests are traveling to meet you, they will usually want to stay for a weekend or a few days, so it's good to let them know what's on offer.

**Contact Weddings by Staging Connections  
on (02) 9556 8875  
or email [weddings@stagingconnections.com](mailto:weddings@stagingconnections.com)**



## **What are some common “DO’s” to remember when you’re planning your wedding?**

- Ensure that you have everything in writing. If you don't have a contract or agreement, which clearly details time, date, costs, and arrangements, you could have a disappointing or costly experience.
- Make sure what each of your fees includes, e.g.: Venue hire includes dance floor, stage, red carpet, and furniture.
- Be flexible in your numbers. Plan with your venue, stylist, florist, caterer, and other suppliers for a 30% increase in numbers.
- Check that you have exclusive use of the venue or space you want to use.
- Choose a venue with sufficient lighting.
- Choose a venue that will cater to smokers.
- Always choose a venue that will allow you to use your own suppliers.
- Make sure the venue offers you a menu tasting and that what you get at the menu tasting is what you get on the day.
- Choose a venue that has a high reputation on service and a high turnaround of weddings.
- Choose a venue that charges a day rate not an hourly rate.
- Make sure you keep a scrapbook of all your plans, receipts and orders, and a diary of bookings.

**Contact Weddings by Staging Connections  
on (02) 9556 8875  
or email [weddings@stagingconnections.com](mailto:weddings@stagingconnections.com)**



## **What are some common “Dont’s” to remember when you’re planning your wedding?**

- Brides - don't spend too much money on things you can't see – like shoes!
- Don't forget to theme your reception as your guests will generally spend 5 hours in that same location.
- Don't choose a venue with noise restrictions
- Don't use a 'bar tab' as a beverage choice, always choose a package.
- Don't make any agreement verbally. Everything must be in writing, and physically signed by you and your suppliers. Email agreements are risky too – either fax or post your agreements.
- Don't choose a venue that will change the price if your guest numbers drop. Review policy on fixed price.

**Contact Weddings by Staging Connections  
on (02) 9556 8875  
or email [weddings@stagingconnections.com](mailto:weddings@stagingconnections.com)**