

# KEEP YOUR RECEPTION ON TRACK

Everyone looks forward to a good reception! By staying organized, you will keep the flow of your wedding moving, making the day more enjoyable for all. Post your itinerary on your wedding website to keep your guests in the loop. Give a copy to your wedding party, your reception site coordinator and all of your vendors, including your DJ. Ask him/her to make announcements and keep your party moving. Here is an example:

## SAMPLE RECEPTION TIMELINE

- 2:00 pm** The ceremony begins (Catholic ceremonies take longer).
- 3:30 pm** Guests arrive at the reception and enjoy drinks and appetizers.
- 4:30 pm** The wedding party arrives and DJ announces the wedding party.
- 4:45 pm** The couple cuts the cake.
- 5:00 pm** Dinner begins, cut the cake while your guests eat.
- 6:00 pm** Dinner concludes, serve the cake.
- 6:00 pm** Toast while you enjoy your cake.
- 7:00 pm** Dancing and fun begins.

## BEFORE ARRIVING

If your ceremony is at 2 pm, remember your guests will arrive at the reception about 1 ½ hours later. Have a plan for your guests to continue to enjoy the day. Serve appetizers, offer drinks or plan interesting entertainment. Try and keep photo sessions brief prior to the reception. Alternatively, you could take some, or all, of your photos before the wedding. If you stop at a park for pictures make it brief. Remember, your guests have sacrificed and taken time out of their busy schedules to be there for you, and you want to be there for them. Also, your guests and their children may be hungry, so you need to be there to keep the schedule moving so dinner can be served on time!

## AFTER ARRIVING

It's a good idea to cut the cake after arriving so your photographer can capture the last of your pictures of your wedding day, unless you have them contracted for the entire night. This also allows for you to have the cake cut while your guests enjoy dinner. Once guests have finished their meal, start serving the cake. This is a great opportunity to make any toasts. Your guests will all be contentedly seated in one room enjoying a slice of wedding cake or cupcakes. After that, let the dancing begin!

Remember, these are just suggestions, this is your special day and you must do what works best for you and your wedding.

## GIFT TABLE

Assign a friend or family member to the gift table. Equip your attendant with a roll of clear tape to secure loose gift cards. Ask him or her to keep an eye out for anyone not invited in your reception who may have sticky fingers. Ask your gift table attendant or caring family members to help transport gifts from the reception site to your residence. If your gift opening is at the same location, the venue staff will most likely take care of this for you. For convenience, many guests are now shipping their gifts directly from the couple's online registry to their home.