

# wedding day timeline

## DAY-OF TIMELINE

What time can we come in the day of our wedding?

Your arrival time is your venue rental time - noted on the first page of your event contract. Early access costs \$1,000 per hour and must be pre-approved by Manor House management.

What time should my wedding ceremony start at The Manor House?

When selecting a ceremony time, you'll want to consider various factors including average temperatures, sunset time, time for photos and your contracted time at the venue. For evening weddings, our average ceremony time is 5pm (5:30 in mid-summer / 4:30 in early spring or late fall). If you are hosting a winter wedding, you may want to consider an earlier event due to Daylight Saving Time.

Due to our liquor liability insurance requirements, the bar can be open a maximum of six hours. The bar opens about 30 minutes after your scheduled ceremony time and closes 30 minutes prior to your event end time. With an 11pm event end time, the earliest ceremony we can accommodate is 4:30pm.

If you have a 3pm venue access time, the earliest ceremony we can accommodate is 4:30pm. If you are hosting a morning wedding, ceremonies normally begin between 9:30 and 10am.

Please review your timeline with your event coordinator and photographer before making a final decision. We want to make sure your wedding day flows as smoothly as possible.

What time do we have to exit?

If you're hosting an evening event, please schedule your final activity (i.e. last dance, send-off, etc.) no later than 15 minutes prior to your event end time (10:45pm in most cases). If you are hosting a morning wedding, please schedule your final activity no later than 1:45pm. Vendors are allowed a 30-minute grace period after the contracted end time to complete breakdown and exit the venue.

### Sample timeline for an evening wedding (all-day buyout)

|               |                                                                                                    |
|---------------|----------------------------------------------------------------------------------------------------|
| 10am          | Access to The Manor House begins<br>Ladies: hair & makeup                                          |
| 12pm          | Gents arrive<br>Lunch for the wedding parties                                                      |
| 3pm           | Maybe a first look / first touch and couple photos<br>Wedding party photos                         |
| 4:30pm        | Guests begin to arrive                                                                             |
| 5pm           | Ceremony                                                                                           |
| 5:30 - 6:30pm | Cocktail hour<br>Family photos, couple photos                                                      |
| 6:30pm        | Seat guests for dinner<br>Couple / wedding party is announced<br>Maybe a welcome toast or blessing |
| 7pm           | Dinner service                                                                                     |
| 8pm           | Toasts<br>Cake cutting<br>Traditional dances<br>Dancing and fun continues . . .                    |
| 10:30pm       | Bar closes                                                                                         |
| 10:45pm       | Last dance / send-off                                                                              |