

Checklist of steps to BOOKING your wedding venue

- Find & contact 10 venues total. Ask for availability/prices/etc.
- Create a realistic budget
- Plan your guest list & look into venue seating
- Visit 3 venues in the span of 1-3 weeks (take notes of what you love & don't love)
- Ask for a full proposal of all of the fees that might be included. Catering, Rentals, Bar, Fees, etc.
- Repeat the fourth and fifth step until you've seen all 10
- Compare your proposals and notes
- Re-read the top 10 things to consider BEFORE booking your wedding venue
- Narrow down the decisions with your wedding planner
- Decide & BOOK a venue for your wedding!

The "Wedding Venue" Profile

Name:

Address:

Contact person:

Min capacity:

Max capacity:

Type of venue: inside outside both

Venue purpose: ceremony reception both

Date(s) available:

Exclusive? YES NO

Guest accomodation available?: YES NO

Easily accessible for guests?: YES NO

Transportation required? YES NO

The "Wedding Venue" Profile

Note all fees here (check for any hidden fees):

What I liked:

What I didn't like: