



## **SAMPLE RUN SHEETS**

Here is a sample run sheets for your day to get you started. Please feel free to change them up to suit you but do make sure you run changes past The Wild Vine Coordinator as certain activities need to be done in certain orders to ensure the day runs smoothly E.g. ensuring the kitchen has enough time to serve and clear. Changes to menus, meal style, numbers of speeches etc. will all alter the run times, these are just a guide.

## **SUNSET TIMES (Based on mid-month)**

### **BEGINS**

October 7:20pm

November 7:50pm

December 8:20pm

January 8:30pm

February 8pm

March 7:20pm

### **ENDS**

April 5:40pm

May 5:10pm

June 5pm

July 5:15pm

August 5:30pm

September 6pm

## **SAMPLE RUN SHEET FOR DAYLIGHT SAVINGS**

**(Based on March/October)**



**3:30pm**

Bus collects guests at Memorial Gardens or the Tourist Information Center

**3:50pm**

Guests arrive at TWV

**4pm**

Ceremony

**4:45pm**

Ceremony concludes

**5pm**

Family photos

Bar opens and canapes begin

**5:15pm**

B+G and party leave for photos

**7:10pm**

B+G Sunset shots

**7:20pm**

Reception opens guests ushered inside

**7:35pm**

MC housekeeping

**7:30pm**

Bridal party returns and freshens up

**7:45pm**

Announcement/ entrance

1<sup>st</sup> Bridesmaid and Groomsmen

2<sup>nd</sup> Bridesmaid and Groomsmen

3<sup>rd</sup> Maid of Honour and Best man

Bride and Groom

Welcome MR and Mrs.....!

**7:55pm**

MC Welcome



**8pm**

Parent's speeches

**8:20pm**

Cake cutting

**8:30pm**

Mains served

Plates cleared

**9:30pm**

Dessert served

**10:10pm**

MOH and Best Man speeches

**10:20pm**

B+G Thank you

**10:30pm**

First dance

Party to follow!