

Wedding Event Questionnaire

1. What is the brides name? What is the brides contact number and email?
2. What is the grooms name? What is the grooms contact number and email?
3. What is the name of the contact person? What is the contact person's contact number and email?
4. Are you working with a wedding planner/coordinator? If so, what is their name and email?
5. Do you need catering for the wedding and/or reception?
6. What is the date of the event?
7. What time is the ceremony and/or reception?
8. What is the number of guests?
9. What is the billing address?
10. Have you chosen a venue? If so, what is the name and location?
 - a. If you need help finding a venue, let us know.
11. Do you need catering for the rehearsal dinner?
12. What is your budget?

Menu

1. What kind of cuisine are you interested in?
 - a. American
 - b. Asian
 - c. Caribbean
 - d. Chinese
 - e. Cuban
 - f. French
 - g. Indian
 - h. Italian
 - i. Japanese
 - j. Mediterranean
 - k. Mexican/Latin
 - l. Other- kosher, vegetarian, etc.
- *Please advice allergies if any and if you have special requests.
2. Are you interested in a plated dinner?
 - a. A plated dinner is a sit down dinner in one of the following:
 - i. French style
 - ii. Family style
 - iii. American style
 - iv. German style
 3. Are you interested in a buffet style dinner? If so, which kind?
 - a. Self-service - we highly recommend not to use this service for a wedding
 - b. Buffet with buffet attendants to serve the guests and portion the food in order to give the right proportion to each guest.
 - c. Full-service buffet comes with all the aforementioned and includes chafing dishes, a carving station as well as a nice presentation set-up.
 4. Buffet service & plated dinner where the first course is plated and served on the table ready for the guest to enjoy. Then, the guest will take their dinner plate and will be assigned to get their dinner from the buffet.
 5. Are you interested in having a cocktail hour with passed hors d' oeuvres and/or platters?
 6. For dessert, do you need a dessert table and/or a wedding cake? If so, what flavors would you like for the cake?

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*Note- all menu and buffet prices do not include any type of rentals, dishware, tableware, beverages, etc.

Questionnaire

1. What is your wedding theme/colors?
2. Do you need rentals?
3. Do you need plates, glassware, and/or flatware?
4. Do you need tables? If so, round, square or rectangular? Please describe your preferred set-up.
5. Do you need napkins and/ or linens for the tables?
6. Do you need chairs? If so, what kind?
7. Do you need covers with sashes for the chairs?
8. Do you need a florals? If so, what flowers do you prefer? Please keep in mind you can work with your florist or we can give you one that we work with.
9. Do you need a designer and/or decorator for your event?
10. Do you need a photographer for your event?
11. Do you need music, DJ, live band, and/or singers?

Beverages

1. Do you need bartenders? If so, do you need an actual bar?
2. What kind of drinks do you prefer? Soft drinks and water plus wine and beer OR soft drinks and water plus a full-service bar which includes mixed drinks and hard liquor?
3. What kind of bar service are you interested in?
 - a. Open bar
 - b. Self-service bar
 - c. Bar where guests pay for their drinks
 - d. Bar where soft drinks are paid by clients and guests pay for hard drinks
4. Are bartenders allowed to have a tip jar?
5. Do you need a bar table, set-up, and/or ice?

Other services

- Valet
- Security
- Step and repeats/Backdrops
- Limo
- Venues
- Music/Sound
- Rentals
- Liquor license and permits
- Decor - including lighting, draping and tenting
- Florals - floral arrangements and centerpieces
- Photographer - describe the flow of events
- Website for weddings/events

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- Designer
- Invitations - save the date pre-invitations and event invitations. If we do the invitations would you like us to include your menu selection so that we can pre-select?
- Photobooth
- Restrooms
- Candy bar- If so, what candy do you prefer?