

The Basics...

- ♡ Is the date we're considering available? If not, what are the other dates available?
- ♡ What is your minimum guest count? Maximum guest count?
- ♡ Do you have a facility director or day-of coordinator?
- ♡ Are there any other weddings at the venue at the same time as ours?
- ♡ How far in advance can I reserve my date? Do you have a wait list?
- ♡ Do you have seasonal or off-day discounted rates?
- ♡ What happens if I'm not ready to book, but want to reserve the date?
- ♡ What is the latest guests will be allowed to stay?
- ♡ Are you close to hotels? Do they have shuttle service?
- ♡ What is your turnaround time for responses to questions?



Pricing...

- ♡ How much is the deposit or initial payment to book our date? Is it refundable?
- ♡ What is the payment schedule? Are there any late fees?
- ♡ Can we pay it all up front? How are payments made?
- ♡ Does the total payment include sales tax, service charges, gratuity and cleaning fees? If Not, what are the extra costs?
- ♡ What is the cancellation policy?
- ♡ Are there any optional item that aren't included?
- ♡ Will we need Day Of Wedding Insurance?
- ♡ How many hours come with the Package? By what time do we need to vacate?



Ceremony

- ♡ What is the indoor backup plan? How long before the ceremony do we have to decide?
- ♡ When is the rehearsal? How long is the rehearsal?

Amenities...

- ♡ Are there "getting ready" rooms onsite or will we have to reserve another location for that?
- ♡ What is included with the venue rental?
- ♡ Who is responsible for setting up and cleaning up?
- ♡ Will we have access to the Bridal Suite before the ceremony and during the reception?

- ♡ What are the options for reception setup? What type of tables do you have? Dance floor?
- ♡ Is there a strong cell signal at the venue? Do you have Wifi?
- ♡ Where will gifts be stored during the event?



Vendors

- ♡ Who will be our point of contact in planning beforehand? On the date of the wedding?
- ♡ Can I have my own vendors? If so, are there any fees involved to use outside vendors?
- ♡ Does the venue come with any rentals? Tables, Chairs, Linens, Glassware, etc.?
- ♡ Will our vendors be responsible for breaking down their décor post-event or do you have staff available for that? If our vendors are responsible for break down, what time do they have to be out by?

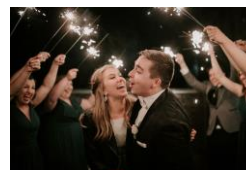
Food and Beverage..

- ♡ Do you have in-house catering?
- ♡ Do you have a preferred vendor list? Am I required to use someone from your list?
- ♡ What is the alcohol policy? Is liquor allowed to be served?
- ♡ Can we bring in our own alcohol? If so, are there any corkage or service fees?



Special Considerations

- ♡ If the ceremony site is outdoors, is there a back-up plan in case of rain?
- ♡ Does the ceremony allow for multiple ceremony configurations?
- ♡ Do you AC hookup onsite for DJ or live band?
- ♡ What are the lighting options for the reception?
- ♡ Any open-flame candles / sparklers / confetti, etc. allowed?
- ♡ Do you have any outside areas for photography?



Policies and Logistics

- ♡ What security services are required by the venue?
- ♡ Are animals allowed to attend the wedding? Can my 'baby' walk down the aisle with me?
- ♡ Are children allowed at the venue? If so, is there a baby changing area or space for nursing mothers?
- ♡ Is your venue handicap accessible?
- ♡ What are the parking options available?
- ♡ How many bathrooms do you have?
- ♡ Close hotels? Do they offer shuttles?
- ♡ What is the reschedule / cancellation policy?



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