



Hyatt Wedding Festivals

LAST MINUTE INFO

JUNE

SUNDAY **7th** 1:30-5:00

Hyatt Regency
220 N. Main Street
Greenville, SC 29601



Set Up - Show - Tear down
All in One Day:

8am-10:00 Promoter set up
10:00am-12:30 Member set up *

Any tables not occupied by 12:30 will be removed and Members participation in this event will be canceled.

***No** late set up please.

1:00 Member Meeting at the stage and group shot.

Show Times:

1:30 VIB Brides

2:00 General

5:00 show ends and tear down*.

***NO** early tear down or packing up until an announcement has been made.

All members will have a 32' round tall cocktail table with the exception of the 3 categories below.



All Bakers will have a 72" round table.



All Bridal Shops will have a 72" round table.



All Caterers will have 2 long 6' tables.

What you need to bring:

- 132" long round tablecloth
- Stand up banner
- Literature
- Door prize (optional)
- Bakers and caterers, send in liability release.

We provide the table only.

Google lenses and stand up banners for purchase.
Order now to be ready in time!!!

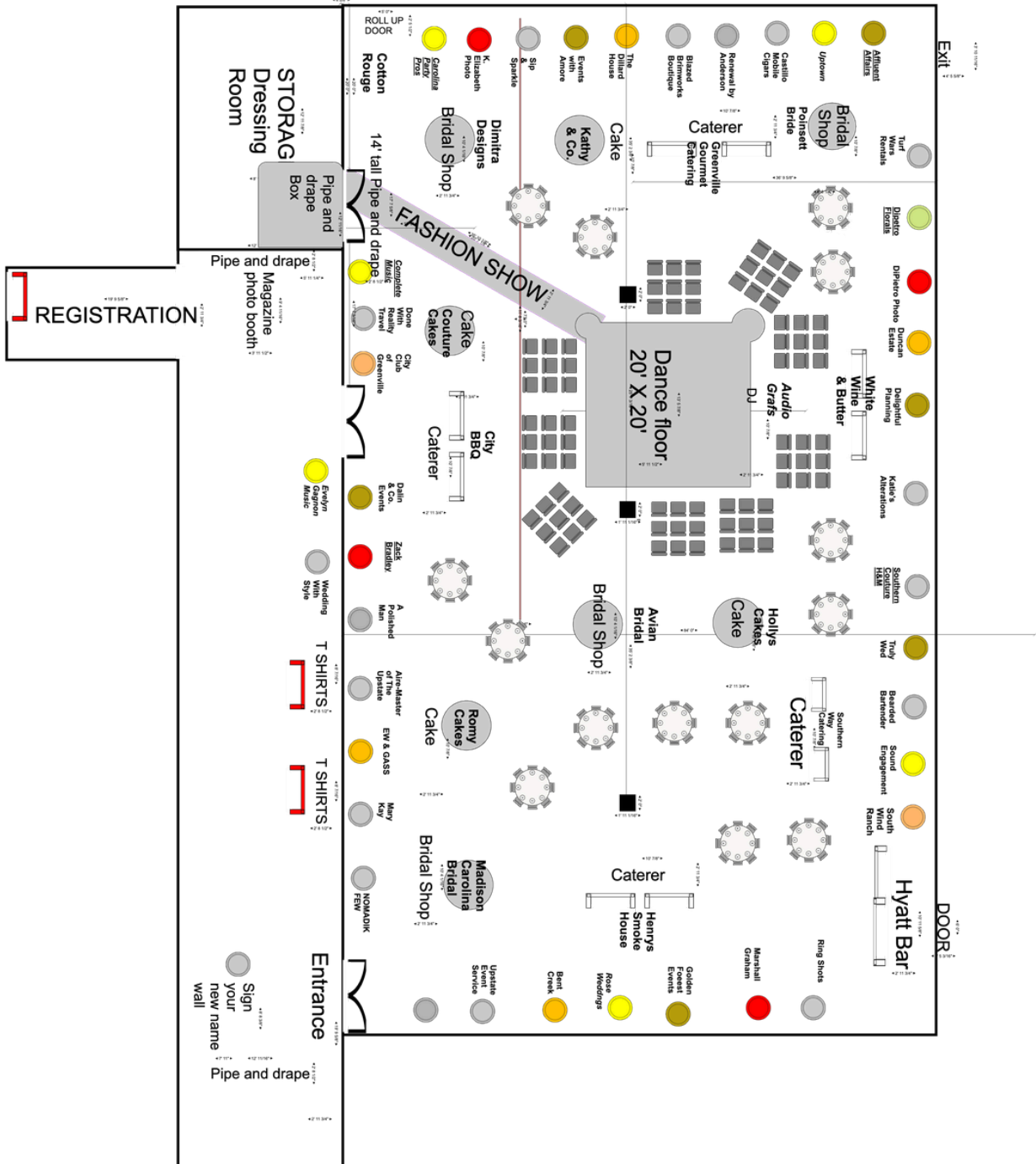


Please allow caterers, bakers, bridal shops and anyone with more than a cocktail table display to use the roll up door area.

Everyone else: 2nd floor parking garge attached to the Hyatt has a door that enters directly into the ballroom.

Floorplan

Load-in



Floorplan likely to change.



Hyatt Regency Greenville
220 North Main Street
Greenville, SC 29601

INDEMNIFICATION AND HOLD HARMLESS

The undersigned, on behalf of _____ (group) and each of its agents or attendants ("Group") agrees to defend, indemnify and hold harmless Greenville City Center, LLC d/b/a Hyatt Regency Greenville and their respective affiliates, subsidiaries, members, officers, directors, agents and employees (collectively "Hyatt") from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorneys' fees, arising out of or resulting from the Group's distribution and/or consumption of food or beverage that is **NOT PREPARED** by Hyatt Regency Greenville in connection with the event held on **Sunday, June 7, 2026** while on or off property.

The undersigned acknowledges that he or she fully understands the terms of this agreement and has the authority to sign on behalf of the Group and each of its agents or employees.

This completed form can be emailed to Che.Ma@hyatt.com.

Authorized Representative

Hyatt Regency Greenville
Authorized Representative

Print name

Print name

Signature

Signature

Date

Date

Date

Date