

Wedding Setup Details
Nearly Wed & Nearly Wed's Wedding
October 21, 2022

We are so excited to help make this day the best day ever! Please fill out the details below. Not all these items will apply to your day - and that's ok. Just detail out those items that do.

We are happy to help set up your décor items so all you need to do is focus on relaxing! The more details you add here, helps us create your day to your exact vision.

All empty boxes that came with your items will be stored under the Guest Favor Table. At the end of the night, we ask you assign someone to assist you in taking your personal belongings off the wedding site.

If you will be donating any of your personal décor to the Something Borrowed Closet, please indicate with "(donation)" next to that item.

Shipping Personal Items:

Shipping Boxes:	Yes / No
Number of Boxes	

You are happy to ship me your personal items no more than 10 days before your wedding date. **It is your responsibility to inventory what is in your boxes - boxes will not be opened by our team prior to your wedding date.**

We HIGHLY suggest to use FEDEX or UPS and not the postal service. You must provide your own return labels if you would like to ship your items back or consider donating items to our upcycle closet.

**Attn: Kristy Harvey (YOUR WEDDING DATE)
617 Heck Ave
Little Torch Key, FL 33042**

Personal Décor Notes:

1. **No real flame candles** - I highly recommend battery powered. I love the ones the flicker-looks amazing at night.
2. **No Sparklers, No Fake Flower Pedals, Floating Lanterns, or Non Organic Confetti** - Here in the Keys the ocean and eco-life is a big part of our life and work hard to keep it safe.
3. **Preassemble All Items** - I would be happy to help setup your items on your beach so you can just relax. For this, I ask that you preassemble all your items as best you can (ie bows tied, items unwrapped, items assembled if required, stickers removed) to help everything run as smooth as possible. Don't forget to assign a responsible guest to help remove these items off the site at the end.

Something Borrowed Closet

If you don't want to waste money on wedding décor that will just sit in your closet for the next ten years or just don't want the headache of shipping items - check out my personal closet of my favorite wedding items at the fraction of the cost to buy new and ship.

[Click here for Something Borrowed Closet](#)

Wedding Ceremony Details:

Item	Yes/No	Provided By	Description
Aisle Chair Décor			

Aisle Décor			
Ceremony Arch			
Arch Décor			
Unity Ceremony (ie sand, knot)			
Program Table (ie fans, bubbles)			
Signage			
Easels (venue can provide up to 3)			
Other Décor			

Cocktail Details :

Item	Yes/No	Provided by	Description
Cocktail Table Décor (3)			
Bar Décor			

Table Seating Details :

Item	Yes/No	Provided by	Description
Table Assigned Seating			Open, seating by table, seating by exact seat
Guest Table Rounds	Yes	Venue	How many?
Guest Seats Per Table	Yes	Venue	Table 1: Table 2: Table 3: Table 4: Table 5: Table 6: Table 7: Table 8: Table 9:
BY TABLE: Table Seating Chart			
BY EXACT SEAT: Guest Seating Place Cards (describe)			*Aisle Planner layout must have each guest listed in the seat you want them to sit at
House Center Pieces			
Additional Center Piece Items			
Table Numbers			

Guest Seating

Item	Yes/No	Provided by	Description
Chargers			
Upgraded Napkin			

Upgraded Table Cloths / Runners			
Upgraded Flatware			
Other			

Newly Wed Seating

Item	Yes/No	Provided by	Describe
Sweetheart Table (Just newly weds)			
Sweetheart Table Décor			
OR Head Table (sit with wedding party)			
Head Table Décor			
Upgraded B+G Chairs			
Other			

Reception Details

Item	Yes/No	Provided By	Describe
Guest Favors			
Guest Book			
Memorial Items			
Card Box			
Dance Floor Upgrade (tiki or white)			
Other Décor Items			

Dessert Details

Item	Yes/No	Provided By	Describe
Personal Cutting Cake			
Upgraded Wedding Cake			
Cake Topper			
Saving Top Tier?			
Other Dessert			
Keeping Extra Desserts? (Venue will hold for up to 24hrs only)			
Other Décor Items			

Tent Upgrades (if applicable)

Item	Describe (MUST be provided by rental company)

Tent Leg Only Linen	
Tent Full Pole Linen	
Tent Liner	
Tent Clear Top	
Tent Upgraded Lighting	

Vendors

Please provide all contact information for any vendors hired:

OFFICIANT -

FLORIST -

CAKE -

PHOTOGRAPHER -

MUSIC -

HAIR -

MAKEUP -

OTHER-