



2010 Lilac Inn Wedding Planning Worksheet

Bride: _____ Groom: _____
Address: _____ Address: _____
City: _____ State _____ City: _____ State _____
Zip Code: _____ Zip Code: _____
Home Phone _____ Home Phone: _____
Work Phone: _____ Work Phone: _____
Cell Phone: _____ Cell Phone: _____
Email: _____ Email: _____

Guest Accommodations

Master Bill: _____ OR Paid individually paid by guests: _____

Wedding Rehearsal

Date: _____ Time: _____

Rehearsal Dinner

Date: _____ Time: _____
Location: _____ Number of Guests: _____
Cocktail Hour (Time): _____
Open Bar _____ Cash Bar _____ Budget for Open Bar \$ _____
Included In Bar: Wine _____ Beer _____ Spirits _____
Menu Selection: Summer Picnic (\$25 pp) _____ Brandon Barb-B-Que (\$28 pp) _____
The Tropics in Vermont (\$35 pp) _____ The Lilac Inn Clam Bake (\$49 pp) _____
Lilac Inn Ala Carte Menu (Priced According to Selections) _____
Any Dietary Restrictions? Please Explain _____

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Reception

Number of Guests: _____ Time/Date of Ceremony: _____
Number of Children: _____ Number of booster seats or highchairs: _____
Location of Ceremony: _____
Officiate: _____ Phone: _____
Arrival Time: _____
Florist: _____ Phone: _____
Arrival Time: _____
Music: _____ Phone: _____
Arrival Time: _____
Photographer: _____ Phone: _____
Arrival Time: _____
Videographer: _____ Phone: _____
Arrival Time: _____

Reception Dinner

Time: _____
Menu Selection: Plated *The Lilac Inn* (\$88 to \$95 pp) _____
Plated Classic Vermont (\$68 to \$75 pp) _____
Plated Country Garden (\$48 to \$55 pp) _____ Buffet Country Garden (\$55pp)

Menu (changes/notes, etc.): _____

Special children's dinner? How many: chicken fingers _____ pasta _____
Extra meals for service providers? _____ How many: _____ @ \$25 each
Cocktail Hour (Time): _____
Open Bar: _____ Budget cap for Open Bar: \$ _____
Included In Bar: Wine _____ Beer _____ Spirits _____
Cash Bar: _____

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Hot Hors D'oeuvres Selections/Price

_____ \$	_____ \$
_____ \$	_____ \$

Entrées

Entrée One: _____

Entrée Two: _____

Entrée Three: _____

Salad(s) _____

Vegetable Accompaniments

Accompaniment One: _____

Accompaniment Two: _____

Accompaniment Three: _____

Sunday Brunch

Time: 9:30-11:00am

Total Number of Guests for Brunch: _____

In-House Guests: _____ @ \$12.5pp

Other Guests: _____ @ \$25pp

Notes & Special Comments
