

Example Runsheet

Time	Event	Location
1600-1700	CEREMONY	James Beach
1700-1800	Guests proceed to grass area for lawn games & canapes,	Beachside Lawns
	whilst bridal party have photographs taken	
1700	Bar Tab Commences	
1800	Guests Enter Reception Venue	Function Room 1
1815	Bridal Party Enter Reception Venue	
1815	Welcome Speech	
1820-1830	Kids Meals Served	
1830	Entree Served	
1930	Main Meals Served	
2015	Cutting of the Cake	
2020	Speeches Commence	
2045	Dessert is served	
2045	Tea & Coffee station available for guests	
Optional	Wedding Games	
2100	Bridal Waltz / First Dance	
2200	Throwing of the Boquet / Garter	
2315	Farewell Circle - Departure of Bride & Groom	
2330	Entertainment Concludes	
0000	All guests departed from venue	