

Important Questions to Ask Your Wedding Venue

Scheduling and Accommodations



1. Is my wedding date available?
2. How many other weddings are scheduled that day?
3. How many people can the venue accommodate?
4. How long will I have use of the event space(s) I reserve? Is there an overtime fee if I stay longer?
5. Can I hold my ceremony here, too? If so, is there an additional charge?
6. Is there a bride's changing area?
7. How much time is allocated for the rehearsal?
8. Is there room for a band and/or dancing?
9. Are there adequate bathroom facilities?
10. Is there a coat check?
11. Is the site handicap accessible?
12. Is there parking on site? If so, is it complimentary? Do you offer valet parking?

Money Matters



1. What is the venue fee and what is included in that price?
2. Is there a discount for booking an off-season date or Sunday through Friday?
3. How much is the deposit, when is it due, and is it refundable?
4. What's the cancellation policy?
5. What's the payment plan for the entire bill?

General Questions



1. Is there a backup plan for rain or inclement weather?
2. Who is responsible for setting up and tearing down the decor, and when will it be completed?
3. Does the venue have liability insurance?
4. Will there be security guards on site,

Vendors and Setup



1. Must I use in-house caterers, or choose from a preferred vendor list?
2. If I hire my own caterer, are kitchen facilities available for them?
3. Can I bring in a cake from an outside cake maker or must I use a cake made on the premises? Is there a cake-cutting fee? If I use a cake made on site is the fee waived? Do you provide special cake-cutting utensils?
4. When can my vendors arrive for setup?
5. Are there any decoration limitations? Are candles permitted?
6. Are tables, linens, chairs, plates, silverware and glassware provided? If so, is there an additional charge?
7. Can I move things around and decorate to suit my purposes, or do I have to leave everything as is?
8. Does the venue own sound equipment, or do I need to rent my own?

Food and Beverage



1. Are you licensed to provide alcohol service? If so, is alcohol priced per person? By consumption? Are there additional charges for bar staff?
2. What is the food & beverage cost on a per-person basis? What is the tax and service charge?
3. Can I bring my own wine, beer or champagne, and is there a corkage fee if I do?

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