Johanna Weds Tom

Planning Schedule

Timeline weeks: January 3, 10, 17, 24, 31 · February 7, 14, 21, 28 · March 7, 14, 21, 28 · April 4, 11, 18, 25 · May 2, 9, 16, 23, 30

Item	Status	Notes	Timeline
Clothing & Finery			
Bridal gown	J ➢	Awaiting alterations	take for alterations
Maids' and Girls' dresses	J ➢	Awaiting purchase and delivery	
Groom's tux	J&T ➢	Select vests from bridesmaids' swatch	pick up; Select tie & waistcoat design based on maids' color
Groomsmens' tuxes	➢	Jethro and Nick need to obtain	
Wedding Rings	J&T ➢		
Transportation			
Can we use road?		No	
Shuttle vendors	T ☎	Discuss with Tony	identify
Shuttle parking locations	⌛	Not needed if limo service covers it	
Guest Lodging			
Guest hotels	➢	need to send reminder email	Guests make reservations
Documentation & Signage			
Invitations		Done!	Design; Order; mail; RSVP; B-list?
Invitation Inserts (maps, etc.)		Done!	Print; mail
Programs	➢		Site Map; Design; Print
Wedsite	➢		Update as needed; rsvp form
Road signs	➢		
Communication			
Verizon landline		$21,000	
Iridium rental (if no landline)	➢	Select vendor	
Site Décor & Preparation			
Tent	➢	Meeting with Central Virginia Rental at camp 4/29	
Dance floor	➢		
Truck or vans	D&T ☎	Tom & Derrick Discuss need for 2nd van?	Select vendor
Lights	➢	Purchased!	
Flowers	➢	Ordered!	Select vendor & flowers; Order; Delivery
Tables & Chairs	➢		
Camp signs	T ➢		
Trim Cabin 2 stump	➢		
Dishwasher	T➢	Need fittings from garden hose, or scrap; ask Josh	
Contract trash removal	T➢		
Reception			
Food	➢	Discuss with Jen and plan Costco Sunday sampling	
Cake	➢	Discuss with Josh	
Cake Toppers	J ➢		
Serving equipment	➢	Determine list with Josh & Derrick	
Champagne	➢	Select from 2 magnum finalists	Select; Purchase
Wine	➢	Selection complete! Ready for purchase.	Select; Purchase
Liquor	J&T ➢	Prepare specialty drink list & supplies with Michael	
Non-alcoholic beverages	➢	Decide: Kitchen, Bar, or other team responsibility?	Select; Purchase
Bars	T➢	select additional bartender(s) with Michael	Design
Photo booth	T➢	Design (props, printer)	Design
DJ Playlist	D,J,T➢		
Legal			
Officiant's license	➢	Give info to Kyle	
Wedding license		Obtained!	
Gifts & Goodies			
Maid of Honor	J ➢		Select
Maids	J ➢		Select
Best Man	T ➢		Select (already giving Tux to Derrick)
Groomsmen	T ➢		Select
Kitchen volunteers	T ➢	Aprons & Hats?	Identify apron (& hat?) vendors
Kids' Kits	➢		
Welcome bags for hotel guests	J&T ➢	Sunscreen, bug repellent, snack, fancy sanitizer	
Friday Rehearsal Dinne	J&T ➢	At camp	
Registry	J&T ➢	Restock as items are purchased	
Ceremony	J&T ➢	Ceremony, vows, music	Draft and review with Kyle
Volunteers			
Prepare list, schedule on site	J&T ➢		
Prepare sleepover lists	J&T ➢		

Other Major Events for Tom & Johanna

Month	Events
January	Jones Christmas; Twelfth Night; Wegener; Cassie Shower
February	Wegener; Wegener; Derrick in town
March	Rapidan Annual meeting; Bridal Shower
April	Rapidan Work Weekend; Scott & Joanne Wedding
May	Kinetic Sculpture Race; Bachelor-ette Party; Memorial Day Weekend; Wedding (30)

Legend

- 🔴 Top Priority!
- ⌛ Awaiting Top Priority progress
- ➢ Need to proceed
- ➢ Ready to proceed, currently lower priority
- ☎ Need to proceed with call
- ➢ Ready with no or little work
- ⌛ Hold

- Entire Weekend
- Partial Weekend