TIPS FOR A STRESS FREE WEDDING

Know when your contract ends and make a reception timeline. Your eight hour rental of the mansion <u>includes</u> the time used to clear everything out of the house after the reception. For instance, if your contract ends at 10:30, your reception should end at 9:30, leaving an hour for the caterer to clean and the wedding party to clear personal items. You may pre-arrange to have additional time added to your contact for an additional charge if you would like to extend the reception time. A timeline will be helpful in keeping the reception running smoothly. We will be happy to help you with a workable timeline.

Remember that only the bride, bridal attendants and the mother of the bride (or other designated female) are allowed upstairs. Please be mindful that the Bragg-Mitchell Mansion is also a museum with museumquality antiques, therefore, we limit guests' access to the upstairs. (Hair and make-up stylists are allowed prior to the ceremony.) You may eat and drink upstairs, but please alert the hostess to any spills immediately. Your hostess will be available to provide you with items such as an iron and ironing board if needed. Keep your belongings together for easy removal at the end of the reception as we are not responsible for items left in the mansion.

Have someone designated to pick up gifts, extra food, flowers, guest book, toasting flutes, bride's clothing and personal items, etc. Arrange this ahead of time, and let this person know to bring a vehicle large enough to accommodate the items. Also, make certain this person has a checklist so that they know exactly what items to take.

On the wedding day turn off your cell phone. Have a "go to" person designated who has all the phone numbers for vendors and wedding party members. Give the wedding party members this person's cell number and let them know you will <u>not</u> be taking calls. You will have a hostess here at the Bragg-Mitchell Mansion to deal with small details that come up, so let your hostess know who your designated person is. It is helpful to type up this information and hand it out at the rehearsal.

It is helpful to have someone designated to be in charge of the marriage license. This person needs to keep the license on their person and have it ready to be filled out. Bring it in an envelope stamped and ready to be mailed. After it is signed, seal it and have your designated person drop it in a postal box on the way home from the reception. The Best Man is a great option for this duty.

Bring an emergency kit for you and the bridesmaids. You can find lists on the internet and in bridal magazines to help assemble your kit, but make certain to include items such as band-aids, crackers, needle and thread, aspirin, antacids, lint roller, safety pins, etc. After the wedding you may find that you used very little in the kit, but if you need only one item you will be overjoyed to know you did this.

Bring a box or basket for cards on your gift table. These can easily fall off the table and get left behind. You can find boxes, baskets and birdcages made especially for weddings, but you do not have to bring anything elaborate. You can DIY something as simple as a wrapped shoebox with a slit cut in the top.