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| **Daryl / YK / Jayce** | | |
|  | Checklist for double confirm when reach back Tanglin | |
|  | Grazing table | Double check food item all corrects  **Food items**  • Edamame  • Wakame Seaweed Salad  • Soba Salad – Yuzu Dressing  • Edamame Hummus  • Beetroot Hummus  • Veggie Spring Rolls  • Curry Chicken Dumplings  • Shrimp Shumai  • Fresh Veggies  • Mixed Nuts  • Dried Fruits  • Fresh Fruits  • Assorted Crackers  • Assorted Charcuterie  • Assorted Cheeses  • Gummy Bears  Food item label |
|  | Check AV system | Can play March in tune  Can play BG music |
|  | Champagne in ice bucket at wine barrel | Champagne in ice bucket can be at the wine barrel first since its chilled.  For boom echo after cut cake |
|  | Cake stand at wine barrel | Make sure cake stand is at the wine barrel outside but cake will only be brought out after solemnization |
|  | Bring bridal bouquet into office | Find the bouquet and bring it to the office ready for bags |
|  | Teapot set | Make sure teapot and cups are ready for use |
|  | Utensils | Make sure got enough disposable plates and utensils |
|  | March in pews | Make sure all the tables along the march in route got cups with rose petals in it |
|  | Welcome sign | Make sure our poster in at the door front |
|  | Gather marry | Inform everybody near to 7pm for soleminzation |
|  | Drinks | Make sure drinks menu is correct:   * 1x Champagne bottle * Customized welcome cocktail * Customized Kenny’s cocktail * Customized Denise’s cocktail * Peroni Beer by the bottle * 1 choice of Mocktail * Coke * Sprite * Orange juice * Still water |

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| **Luomiji and Rnans** | | |
|  | Checklist for setup | |
|  | Bridal bouquet | Collect bridal bouquet from Petite fleur  Put in office / fridge |
|  | Wedding cake | Collect from 13 Bartley Road, 04-16 The Quinn, S539789  Put in fridge |
|  | Ice bucket | Make sure they have ice bucket for champagne |
|  | Cake Stand | Make sure got cake stand |
|  | Utensils | Make sure got disposable plates and utensils. Put at grazing table |
|  | Sharing plate | Make sure got sharing plate. Put at grazing table |
|  | Centre piece | Bottle and centre piece for big tables |
|  | Champagne | Champagne bottle for popping after cake cutting |
|  | Welcome Signage | To pin on front door |
|  | Menu standee | For all the tables |
|  | Door gift | Make sure the door gift on each table is correct person one |
|  | Chairs and tables | Arrangement |
|  | March in pews | Make sure all the tables along the march in route got cups with rose petals in it |
|  | Angbao box | Make sure MarieZaresky got give wood crate at reception table. The no gaps kind |
|  | Make up room | Make sure office is private enough to become make up room / changing room |
|  | AV | Make sure got microphone + speakers. WORKING.  Test play music also.  Make sure the wires all run by the side. No wires in the middle. |
|  | Flower arch | Make sure middle of the end of the platform  2x wine barrel in front. The position help to adjust to whichever that makes sense. |
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| **Door gift on which table** | | |
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| 1 | 8x Cocktail | |  |  |  | | --- | --- | --- | | Khoo Koh Ser | Cool Koh Ser & Family | Cocktail | | Zikun Lim | Zik & Alone | Cocktail | | Evelyn Kua | Evening Kua & Family | Cocktail | | Shermaine Aw | PushPearShermy & Family | Cocktail | | Desmond Teo | Desumon & Wife soon | Cocktail | | Justin Au | Jus Au & Hope Wife soon | Cocktail | | Ng Jun Jie | JJ & Future GF | Cocktail | | Janelle | Janelle & Love for avocado | Cocktail | |
| 2 | 10x Cocktail | |  |  |  | | --- | --- | --- | | Benson Hoo | Benson Who? | Cocktail | | Daryl Ng | Daryl NgBP | Cocktail | | Dominic Tan | Luominate Luomiji & Rnans | Cocktail | | Roanna Soon | | Jason Tan | Jayce & Yau | Cocktail | | Eunice Lim | | Chan Yong Quan | JUUUST | Cocktail | | Chang Yuen Kai | Bobby Chang | Cocktail | | Cher Jian Yang | Boss Yang | Cocktail | | Jonathan Ang | Jonnie | Cocktail | | Brenda Lee | ZHAAAAM | Cocktail | | Rachel Fu | Lady Boss Yang | Cocktail | |
| 3 | 5x Cocktail | |  |  |  | | --- | --- | --- | | Paul LH | His Lordship | Cocktail | | Han LH | Han | Cocktail | | Anna LH | Anna | Cocktail | | Edwin LH | Edwin | Cocktail | | Danny LH | Sir Danny | Cocktail | |
| 4 | 3x Cocktail | |  |  |  | | --- | --- | --- | | 大姨丈 | 大姨丈&大姨妈 | Cocktail | | 大姨妈 | | Leong Wai Soon |  | Cocktail | | Jessie |  | Cocktail | |
| 5 | 3x Cocktail  1x Mocktail | |  |  |  | | --- | --- | --- | | Beh Bee Hoo | Beh Bee Hoo & Family | Cocktail | | Chan Wan Fong | | Beh Bee Yuan | Beh Bee Yuan & Family | Cocktail | | Chan Xue Na | | 大舅妈 | 大舅&大舅妈 | Cocktail | | 小姨 | 小姨 | Mocktail | |
| 6 | 11x Cocktail  3x Mocktail | |  |  |  | | --- | --- | --- | | 大姑姑 | 大姑姑 & Family | Mocktail | | Desmond Sim | Desmond Sim | Cocktail | | Derrick Sim | Derrick Sim | Cocktail | | 三姑姑 | 三姑丈 & 三姑姑 | Mocktail | | 三姑丈 | | Quah Ee Lei | Quah Ee Lei | Cocktail | | Quah Ee Siong | Quah Ee Siong & Family | Cocktail | | Jaden | | Sylvia | | 二姑姑 | 二姑丈 & 二姑姑 | Cocktail | | 二姑丈 | | Tan Shu Ren | Tan Shu Ren & Family | Cocktail | | Chen Hui Fang | | Tan Pei Lin | Tan Pei Lin | Cocktail | | 小叔 | 小叔 & 小婶 | Cocktail | | 小婶 | | Lim Wei Qi | Lim Wei Qi | Cocktail | | 大伯母 | 大伯母 | Mocktail | | Lim Jun Jie | Lim Jun Jie & Family | Cocktail | | Elly | | Lim Hui Min | Lim Hui Min | Cocktail | |
| 7 | 4x Cocktail | |  |  |  | | --- | --- | --- | | Yuan Yi Low | Richness | Cocktail | | Yang Zhan Ng | Drunkness | Cocktail | | Zhen Liang Tan | Lateness | Cocktail | | Kai Yan Koh | Sotness | Cocktail | |
| 8 | 2x Cocktail | |  |  |  | | --- | --- | --- | | Wai Yee Cheang | YE | Cocktail | | Glenn Ng | Glenny | Cocktail | |
| 9 | 2x Cocktail | |  |  |  | | --- | --- | --- | | Min Jia Chan | Min Jia | Cocktail | | Serena Lok | Serena and Rapheal | Cocktail | | Ralpheal Goh | |
| 10 | 2x Cocktail | |  |  |  | | --- | --- | --- | | Elvin | Elly | Cocktail | | Vincent | Vinny | Cocktail | |
| 11 | 3x Cocktail | |  |  |  | | --- | --- | --- | | Jun Jie Koh | Stupid JJ | Cocktail | | Raj | Wifey | Cocktail | | Kang Ling | Ling | Cocktail | |
| 12 | 8x Cocktail | |  |  |  | | --- | --- | --- | | Joseph | Fire pig | Cocktail | | Eugene | Coffee Couple - E | Cocktail | | Jacqueline | Coffee Couple - J | Cocktail | | Basil | Leaf | Cocktail | | Phyllis | Phy | Cocktail | | Xavier | Laoda | Cocktail | | Amanda | Amanda | Cocktail | | Deborah | Debs | Cocktail | |
| 13 | 3x Cocktail | |  |  |  | | --- | --- | --- | | Mireille | Mireille | Cocktail | | Jesca | Jesca | Cocktail | | Mel Loke | Mel | Cocktail | |
| 14 | 2x Cocktail | |  |  |  | | --- | --- | --- | | Gladys | Kimchi landlord | Cocktail | | John | Kimchi squeezer | Cocktail | |
| 15 | 4x Cocktail | |  |  |  | | --- | --- | --- | | Eunice | RM’s gf | Cocktail | | Melinda | Milkcow jiejie | Cocktail | | Angel | Newzealander | Cocktail | | Andy | Laoban & Laobanniang | Cocktail | | Bel | |
| 16 | 4x Cocktail  1x Mocktail | |  |  |  | | --- | --- | --- | | Amy Cheng | Mymy | Cocktail | | June Lim | Junny | Mocktail | | Elysia | Ely | Cocktail | | Alvin Lim | Alvin | Cocktail | | Edmund Lim | Eddy | Cocktail | |
| 17 | 5x Cocktail | |  |  |  | | --- | --- | --- | | Qiu lin | Qiu | Cocktail | | Cheryl Foo | 美女 | Cocktail | | Renee | Ren | Cocktail | | Jeffrey | Jeff | Cocktail | | Bel Shuyi | Bel | Cocktail | |
| 18 | 7x Cocktail  6x Mocktail | |  |  |  | | --- | --- | --- | | Pmm | Peng Mie Mie & Uncle Boon | Cocktail | | Uncle Boon | | Jia Min | Jiams | Cocktail | | Clint | Construction Worker | Cocktail | | Jia Hwee | Mei mei | Mocktail | | Uncle Sean | Mie Mie Jong & Uncle Sean | Mocktail | | MMJ | | Ning huan | Ning Huan | Mocktail | | Ning xin | Ning Xin | Mocktail | | Peileh | Pei Leh | Cocktail | | Guleh | Guleh | Cocktail | | Ahxin | Ah Zek and Ah Xin | Mocktail | | Ahzek | | Peilin | Pei Lin | Mocktail | | Yun Jia | Yun Jia | Cocktail | | Hong Liang | Hong Liang | Cocktail | |
| Office |  | Extra all keep in office  6x Extra Cocktail  2x Extra Mocktail |
|  | No Door gift people | |  |  |  | | --- | --- | --- | | Mother Lee |  |  | | Father Lee |  |  | | Donovan |  |  | | Demi |  |  | | Popo (Wheelchair) |  |  | | Father Lim |  |  | | Mother Lim |  |  | | 二姐 |  |  | | 大姐 |  |  | |

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| **YyShopaholics** | | |
|  | Personal assistant | Make sure Denise is ready to 见光 at latest 1855hrs |
|  | Tea Ceremony | Make sure the teapot set is ready before the end of vows  +  Make sure the guys ready to put chairs for tea ceremony also |
|  |  | |
|  | Tea ceremony order | |
|  | 大姐 |  |
|  | 二姐 |  |
|  | 大伯母 |  |
|  | 大姑姑 |  |
|  | 三姑丈 & 三姑姑 |  |
|  | 二姑丈 & 二姑姑 |  |
|  | 小叔 & 小婶 |  |
|  | 大舅妈 |  |
|  | 大姨丈 & 大姨妈 |  |
|  | 小姨 |  |

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| **Lemi** | | |
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|  | Registration | Make sure the guests are signed in and they go to their own table  Can get the guys to help you bring them to table |
|  | Angbao guardian | After angbao box pang gang, make sure all the ang bao is safely in my car. Any additional angbao after that can pass me I can keep in my pocket. |

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| **Ginanananan** | | |
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|  | IG Master | Pls help to take nice ig stories and post that day. That night de videos depends on you le. I will ask people to go onto IG and follow BagsTheNieceHome account to see the wedding video. |
|  | 360\* helper | If YY / Demi needs helping hand |