

# Important Wedding Dates

## *Save These Dates*

Here are important dates to consider when planning your wedding at Palace Resorts.

### **ASAP**

- Confirm the date, resort and wedding location and pay ceremony deposit
- Within 7 days of signing contract, the couple's room must be paid in full and group room block agreement must be signed
- Send out guest invitations and reservation links

### **One Year Prior to Your Wedding**

- Gather decor ideas for your ceremony and reception
- Research ideas for your wedding cake

### **Six Months Prior to Your Wedding**

- Discuss ideas for decor, flowers and wedding cakes with your wedding planner
- Schedule and confirm locations for your extra events (i.e. cocktail hours, rehearsal dinners, etc.)
- Select photographer
- Book entertainment services

### **At least 90 Days Prior to Your Wedding**

- Submit required documentation for Catholic ceremonies (if applicable)

### **At least 60 Days Prior to Your Wedding**

- Menu selections must be finalized and submitted to your wedding planner
- Submit required documentation for legal ceremonies (if applicable)

### **At least 45 Days Prior to Your Wedding**

- Cake design and flavor must be submitted to your wedding planner

- Payment for all wedding extras – decor, photography, flowers, entertainment, etc. – must be paid in full. Upon final payment final details will be confirmed with your on-site coordinator.

### **Four — Seven Days Prior to Your Wedding**

- Check-in to your resort

### **Three Days Prior to Your Wedding**

- Meet with on-site wedding planner to make final arrangements

### **Other Things To Consider**

- To guarantee a reserved service, a 50% deposit is required at the time of booking
- Don't forget, couples may use the full amount of their Resort Credit toward select Palace Resorts Wedding Collections. Subject to 16% tax.
- Minimum of 3 hours per event

### **Don't Forget, You Can Earn Complimentary Private Events**

|   |  |
|---|--|
| 10-19 ROOMS or<br>30 - 59 ROOM NIGHTS   | One-hour private cocktail reception            |
| 20-24 ROOMS or<br>60 - 74 ROOM NIGHTS   | Two-hour private function                      |
| 25-35 ROOMS or<br>75 - 107 ROOM NIGHTS  | 9 hours of private events                      |
| 36-50 ROOMS or<br>108 - 152 ROOM NIGHTS | 10 hours of private events                     |
| 51-99 ROOMS or<br>153 - 299 ROOM NIGHTS | 15 hours of private events                     |
| 100+ ROOMS or<br>300 + ROOM NIGHTS      | Unlimited days of events (5 hours max per day) |