

Wedding Proposal

Event - Wedding

Date/Time - June 17th, 2023 ceremony starts at 4:00 pm.

Location - The Bridge at Sunset, South Carolina

1233 Cleo Chapman Hwy, Sunset, SC 29685

link to the website ([link](#))

Event Summary -

The event I have chosen for this project is to do a wedding. The event proposal will outline the wedding day and include all the planning before the wedding. Before the wedding day, I planned everything, including booking the venue, guest list, bridal and groom party, officiant, vendors, ordering the dress, ordering the cake, confirming the day of transportation for guests, marriage licenses, and paying all the vendors in total. The couple for this wedding wants to stay under an \$18,000 budget.

Wedding theme/vision board - The theme for this wedding is a rustic wedding, with the primary wedding colors being light blues and greens. This can be seen in the vision board below. The venue was selected to go along with this theme, as the ceremony and reception are located on an old bridge over a river. Rustic weddings have a more farm like forest theme to them, with having lots of woods, greenery and floral arrangements, which can be seen in this venue selected.



Event Timeline in detail -

8:30 am - hair and makeup for the bridal party/getting ready photos

10:00 am - grooms party arrive and start getting prepared

12:00 pm - bridal and grooms party start getting dressed

2:00 pm - first look with the bride and groom

2:15 pm - couple portraits

2:45 pm - family/bridal party portraits

3:15 pm - go to the ceremony venue

4:00 pm - ceremony begins

4:45 pm - ceremony ends, and guests travel to the reception venue

4:50 pm - signing of the marriage license

5:00 pm - cocktail hour

6:00 pm - reception begins

6:10 pm - wedding party entrance and couple introduction

6:15 pm - first dance

6:25 pm - Dinner

6:30 pm - sunset photos

6:45 pm - speeches and toasts

7:00 pm - family dances

7:30 pm - cake cutting

8:00 pm - the dance floor

8:45 pm - bouquet todd

9:00 pm - party and dance time

10:45 pm - couples last dance

11:00 pm - couple send off/exit

11:15 pm - reception ends

11:25 pm - cleanup

List of Permits needed for the event -

Marriage License - To sign your marriage license, the bride and groom must be present at the Probate Court where one of the parties is a resident. Here you must bring proof of identification,

social security number, and proof of residence for each person. You will sign this license at your wedding after the ceremony.

Officiant needs to be ordained - to legally get married, you need your officiant to be ordained. You can do it for \$20 online at this [website](#) to be legal in the state of South Carolina, where the wedding will be taking place.

Alcohol permit (vendor #1) - Since we are using The Boozie Buffalo for our bar service, they will have their own liquor license to sell alcohol at the event.

Other (vendor #2) - There is no permitted need for this vendor as they are just delivering the food for the cocktail hour and then leaving.

The Wedding photographer/videographer for all-day service - No permit is needed for this photographer. The only thing you have to sign for this photographer is a waiver that gives them permission to post the wedding photos on their own personal social media.

Outline EAP (Emergency Action Plan) -

Some of the emergencies we could run into during this event is rain since the venue is entirely outside. In case of rain, the venue says they will provide covers on the bridge's windows and a graduation-style tent with side covers for outside the venue at no cost. There will be staff on sight from the venue so we will not need to call anyone for this. In case of very bad rain or wind, when booking the venue, you also have a backup wedding date prepared ahead of time if needed, but that is the worst-case scenario. An emergency kit will also be provided during the wedding day, including a sewing kit, a first-aid kit, and headache medication like Tylenol or Advil. This will be just in case there are any problems with dresses or suits, along with any first aid if needed. In terms of ADA, the venue is ADA certified. There are paved paths throughout the venue grounds and a ramp leading up to where the ceremony will be held. There is also a handicapped restroom available for those in need. If a fire or medical emergency is present, then we will call 911 immediately.

Contact Information -

Wedding venue/planner -

The Bridge at Sunset
1233 Cleo Chapman

Sunset, SC 29685

Phone: 864-520-7100

Email: TheBridgeAtSunset@aol.com

Catering service -

Table 301 Catering

68 Global Drive

Greenville, SC 29607

Phone: 864-271-8431

Email: michaela@table301.com

Bakery service -

Pistachio Cakery

109 B South Pendleton St.

Easley, SC, 29640, US,

Phone: 864-593-4822

Email: Info@pistachiocakery.com

Vendor #1 the bar -

The Boozie Buffalo

Phone: 864-266-9088

Email: thebooziebuffalo@gmail.com

Vendor #2 charcuterie board for cocktail hour -

Chadcuterie

Instagram: @chadc_uterie

Email: Chadcuterie@gmail.com

Wedding photographer/videographer -

314 Collective

Phone: (864) 417-0070

Layout -



The layout of the venue is on a bridge over the water. The bridge can hold 200 people. The day's layout is that the ceremony will be held on the bridge, as seen in the top two photos.

The guests will gather here for the ceremony, and then venue employees will flip the bridge after the ceremony into the reception venue. To do this, employees will place tables inside and outside of the bridge for dinner, which can be seen in the bottom photo of the dinner placement of tables. There are cabins nearby that will have restrooms for the guests to use along with the groomsmen and bridal party getting ready cabins. More photos of the venue can be seen [here](#).

Catering order -

The catering order will include a plated dinner with a duo plate option for everyone, where you get a fixed menu with entree, vegetable, and starch options for the guests. The total is \$36 per person, with 150 guests being invited to the wedding, and all the service fees are also included in the price, along with the tip.

Bakery order for the dessert table -

Wedding cake \$350
 3 dozen cookies \$45
 2 cheesecakes \$80
 1 apple pie \$15
 50 cream puffs \$112.50

Pricing for Event - all the links below lead to the website where the price is explained more in-depth!

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|---|--------------------|
| Venue including the planner and equipment (link) | \$2,500 |
| Catering including service as well (link) (\$36 per person) (150 guests) | \$7,000 |
| Bakery (link) | \$602.50 |
| Marriage license (link) | \$25 |
| Officiant ordained license (link) | \$20 |
| Vendor #1 the bar + open bar price added at the end of the wedding (link) | \$1,200 |
| Vendor #2 charcuterie board for cocktail hour (link) | \$800 |
| Wedding photographer/videographer for all-day service (link) | \$4,000 |
| Grand total | \$16,147.50 |