

Find a caterer

Caterer _____

Address _____

Phone _____

Establish menu

My menu: _____

Final guest count _____

Establish guidelines

Buffet or served dinner: _____

Time food will be set out/served: _____

Time food will be taken away: _____

Number of bartenders and servers: _____

Equipment provided by caterer (see checklist on reception page)

If self-catered:

Meat _____

Vegetables _____

Fruits _____

Breads, Rolls, Crackers _____

Cheese, Dips, Dairy _____

Condiments _____

Desserts _____

Beverages _____

Catering



Order the wedding cake

Select bakery

Make arrangements for pick-up or delivery

Decide where cake table will be located

Purchase a wedding cake knife and server set

Purchase a cake topper

Decide time of cake cutting ceremony

If you are saving the top cake layer, make arrangements to have it taken home and preserved.

Confirm all major details of your cake order, one month in advance

Notes: