



The Orchard
at Munsley

Plan for the Day

Saturday 18th May 2024

Jayne & Ian

120 day guests including bride and groom.

Suppliers	
Florist	
Photographer/Videographer	
Caterers -day/evening	
Cake or other	
Tipi furniture	
Toilets	
Glassware	
Music Day Evening	
Drinks	His and Hers cocktails – Welcome drinks Table wine Toast drinks
Additional items	Photobooth – requirements? Garden games Bouncy castle Bell Tents
Other	

Timings on the day	
12-12.30pm	Guests start to arrive. Car park attendant directing cars.
1pm ceremony	Outside Ceremony / photos
1.45pm	Welcome drinks and canapes with guitarist
2.55pm	Venue to serve toast fizz on trays
3.00-3.15pm	Guests take their seats in the tipi
3.30pm	Starters served
3.45pm	Speeches
4.30pm	Mains and desserts
5.30-6pm	Photobooth arrive and set up ready for 7-10pm running time
6-6.30pm	Tables cleared.
7.00pm	Cutting of the cake. DJ starts
7.30pm	First dance
From 8.30pm	Fish & Chips served
11.30pm	DJ to announce last orders
11.59pm	DJ finish.
12.00am	Guests to leave site apart from those staying.
Next day	Everything cleared and cars taken by 12pm.