

Event Production Schedule

Bride/Groom: Deidre Duddy-Kennedy and Brian Smith

Date: January 12-14, 2018

Getting Ready Room Bride: Governor Suite

Getting Ready Room Groom: Senator Suite

Rehearsal Dinner: Sorrellina; 1 Huntington Ave, Boston, MA

Ceremony: Staffordshire Ballroom, Westin Copley Plaza; 10 Huntington Ave, Boston, MA

Cocktail Hour: Foyer, Westin Copley Plaza; 10 Huntington Ave, Boston, MA

Reception: Staffordshire Ballroom, Westin Copley Plaza; 10 Huntington Ave, Boston, MA

After Party: Bar 10, Westin Copley Plaza; 10 Huntington Ave, Boston, MA

Guest Count: 200

Friday, January 12, 2018

2:00 p.m. Check into Westin Copley Hotel:
Deidre and Bridal Party in Governor Suite (up to 10 guests)
Brian and Groomsmen in Senator Suite (up to 10 guests)

5:00 p.m. Ceremony Run Through

7:00 p.m. Rehearsal Dinner for immediate family and wedding party at Sorrellina

Saturday, January 13, 2018

8:00 a.m. Spray Tanning
Governor Suite
Deidre Duddy-Kennedy, bridesmaid 1, bridesmaid 2, bridesmaid 3

8-8:30 a.m. All Guests Served Coffee & Donuts
Delivered to individual rooms; 30 on room block list (some rooms with 3 and 4 donuts)
Lemon/Blueberry doughnut and carafe of coffee

9:00 a.m. Makeup Artist, January Brestle, and Hair Stylist Danielle Houser Begin to set up
Room Location: Governor Suite
See schedule below

9:30 a.m. Hair Stylists begin
Sarah Meconiates, Erin Liddell and Gina Woefel
Assisting January and Danielle

10:00 a.m. Florists deliver decorations to Westin Copley (set up included)

10:45 a.m. Florist Delivers Personal Flowers to Governor and Senator Suite
All items going to Governor Suite - (1) Bride bouquet; (1) MOH, (2) Mothers, (3) Bridesmaids

10:45 a.m. Florists Delivers Bouts to Groom and Groomsmen

Senator Suite- (1) Groom Bout, (2) Fathers, (3) Groomsmen Bouts

11:00 a.m. Lunch Delivered to Guys

Cucumber, Roast Beef, Turkey, & Veggie Sandwiches
Crudite Platter.

11:00 a.m. Girls Served Lunch

Chicken Caesar
Crudite Platter

12:00 p.m. Photographer and Assistant, Carly Michelle and Assistant

Gets pictures of girls getting ready
Bride and bridesmaids getting ready in Governor Suite

12:00 p.m. Videographer Arrives: Shutter and Sound

12:15 p.m. MOH Gets into Dress

Helps bride into her dress

12:20 p.m. Bride Gets into Wedding Dress

12:45 p.m. Band Arrives: The Shine

Sets up in designated areas

1:00 p.m. Ceremony Begins in Staffordshire Ballroom

2:15 p.m. Ceremony Ends

Bride and Groom to stay to take photos

2:45 p.m. Formal Photos in Designated Areas

3:30 p.m. Flip Staffordshire Ballroom for Dinner Reception

3:30 p.m. Cocktail Reception Begins

Foyer

Chef Signature Display
5 Hor's D'evours

Specialty Drink: Sparkling Pear and Cranberry Cocktail

Moscato d'Asti
Pear Nectar
Dried Cranberry
Rosemary

**4:45 p.m. Move Guests into Staffordshire Ballroom for Dinner Reception
Shine Band Plays Music as Guests Enter**

5:00 p.m. Bride and Groom Introduction

SONG: "You're the first, last my everything," Barry White
"Please welcome Mr. and Mrs. Brian Smith..."

5:05 p.m. First Dance: Orson to announce first dance and then performs.

SONG: "All of Me," John Legend

Guests join in halfway through

5:10 p.m. Welcome Champagne Toast

5:30 p.m. First Course is served

Butternut Squash Ravioli

Romaine Wedge Sala

6:00 p.m. Bridal Party Toast

Matron of Honor

Best Man

6:15 p.m. Entrée Course is Served

Blue Cheese and Date Stuffed Chicken

Charbroiled Natural Beef Filet Mignon

Vegetarian Option Available Upon Request

6:20 p.m. Band Break

Band eats entrée

7:20 p.m. Cake Cutting (cake by Icing On The Cake)

White cake with Raspberry filling and white cake with cookies and cream filling and buttercream frosting

8:25 p.m. Father/Daughter Dance

SONG: "Heart of Gold," by Neil Young

8:25 p.m. Dancing Begins

Guests invited to check out chocolate fountain

8:30 p.m. Chocolate Fountain Opens

8:45 p.m. Cake to be Placed on Dessert Buffet

9:55 p.m. Last Dance

SONG: "Wonderful Tonight," Eric Clapton

10:00 p.m. Event Ends

10:00 p.m. After Party Begins in Bar One

Food Consumption based on Guest Preferences

10:00 p.m. Music Equipment, Entertainment Specialists, Strike

10:00 p.m. Florists Break Down Event

11:00 p.m. Photographer, Carly Michelle, Leaves Event

11:00 p.m. Videographer, Leaves Event

1:00 a.m. After Party Ends

1:00 a.m. Bride and Groom to Stay in Junior Suite Night of Event

Sunday, January 14, 2018

11:00 a.m. Check Out of Westin Copley Hotel