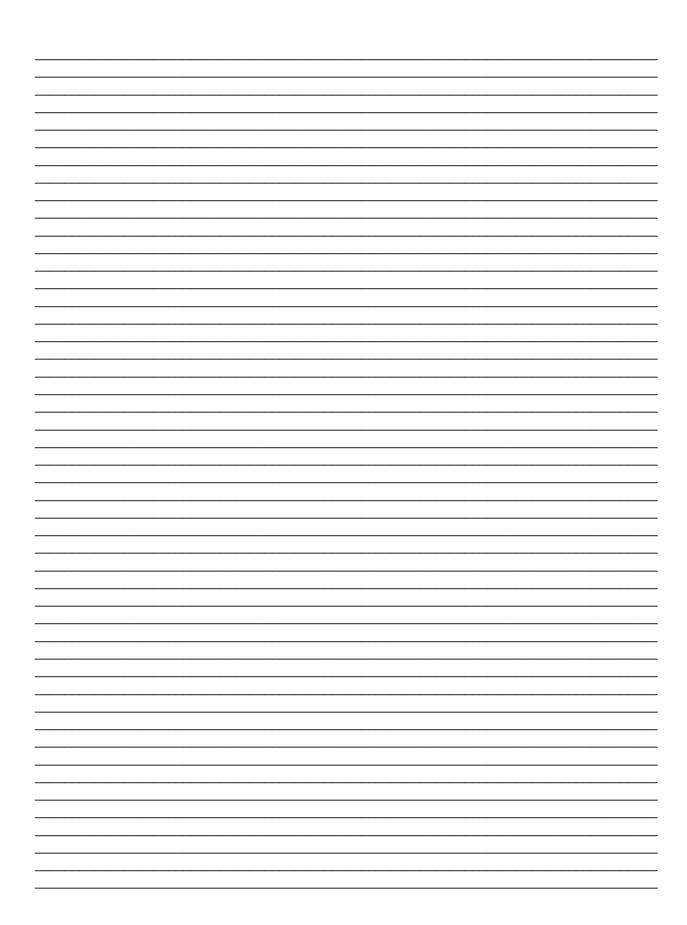
## DIY Wedding Reception Checklist

Furniture	Decorations
□ Dining tables for guests - either rounds or 6 ft □ Chairs for all the guests + extra □ Head table for the wedding party 6 or 8 ft □ Guest book and present table - usually round □ Cake table - either round or 6 ft □ Drinks/bar table - usually 6 ft □ Buffet table - 6-8 foot tables - combined □ Table for Music - if necessary □ Dessert table - usually 6 ft □ Coat rack - if necessary	<ul> <li>□ Candles for dining tables and/or buffet tables</li> <li>□ Lights - white Christmas lights work great!</li> <li>□ Flowers and vases (center piece on the guest tables, use on other tables, etc.)</li> <li>□ Banners/streamers</li> <li>□ Balloons</li> <li>□ Table Favors</li> <li>□ Chair coverings</li> <li>□ Linens or tablecloths</li> <li>□ Others (disposable cameras)</li> <li>□ Equipment for Music</li> </ul>
<ul> <li>□ Bride &amp; Groom glasses</li> <li>□ Champagne glasses for toasts</li> <li>□ Glasses for drinks</li> <li>□ Plastic cups (if kids are coming!)</li> <li>□ Wedding cake knife</li> <li>□ Cutlery (Knives, forks, spoons)</li> <li>□ Plates (main meal)</li> <li>□ Plates (cake)</li> <li>□ Bowls (if necessary)</li> <li>□ Napkins</li> <li>□ Salt-and-pepper shakers</li> </ul>	Drinks  Soft Drinks Liquor Mixers Wine Beer Coffee (creamer, milk, sugar) Water Ice Cold Storage
<ul> <li>□ Butter-and-butter dishes</li> <li>□ Water jugs</li> <li>□ Coffee Maker</li> <li>□ Serving spoons, forks, tongs</li> <li>□ Pot holders / trivets</li> <li>□ Extra Bowls</li> <li>□ Garbage Cans (if not provided)</li> </ul>	Extras:



Type of Food	Who's Making It?	What Does it Need?
Wedding Cake		