

## Wedding Questionnaire

Bride's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Groom's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Wedding: \_\_\_\_\_

Time of Wedding: \_\_\_\_\_

Social Hour: \_\_\_\_\_

Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_

Time of Reception: \_\_\_\_\_

Number of People: \_\_\_\_\_

What time will you begin decorating? (Room is available at 11:00 am on the day of the wedding unless arrangements have been made in advance.) \_\_\_\_\_

When will you pick up decorations? \_\_\_\_\_

**Please note that gifts must be supervised upon the day of the wedding.**

Will the bride be processing down the stair case? Yes \_\_\_\_ No \_\_\_\_

What are your wedding colors? \_\_\_\_\_

Will you be using any of our center pieces? Yes \_\_\_\_ No \_\_\_\_

What will you be using? \_\_\_\_\_

Would you like a Gift Table? Yes \_\_\_\_ No \_\_\_\_

Would you like the gift table at the ceremony or reception?

Ceremony \_\_\_\_\_ Reception \_\_\_\_\_

Will you require any additional tables at the ceremony (example: a table for unity candle or sand ceremony)? Yes \_\_\_\_ No \_\_\_\_

How many? \_\_\_\_\_

Please state what they are for? \_\_\_\_\_

Who is providing music for your ceremony? \_\_\_\_\_

**There is a sound system available in the Great Room of Spearfish Canyon Lodge.**

**Please note weddings are responsible for playing own music.**

Will you require any additional tables at the reception (example: a table for photographs)? Yes \_\_\_\_ No \_\_\_\_

How many? \_\_\_\_\_

Please state what they are for? \_\_\_\_\_

Will you be using the podium for the guest book? Yes \_\_\_\_ No \_\_\_\_

Would you like it at the wedding or reception? \_\_\_\_\_

Are you having a head table? Yes \_\_\_\_ No \_\_\_\_

For how many people? \_\_\_\_\_

**Please note that the head table will be removed after dinner to provide room for the dance.**

Will you need a punch table? Yes \_\_\_\_ No \_\_\_\_

Are you using the punch fountain? Yes \_\_\_\_ No \_\_\_\_

Will you need a cake table? Yes \_\_\_\_ No \_\_\_\_

**Spearfish Canyon Lodge is not responsible for cake cutting. Bride and groom are responsible for making cake cutting arrangements and the return of any cake pieces to the bakery the cake was purchased from.**

Who is providing your cake? \_\_\_\_\_

What time will it be delivered? \_\_\_\_\_

**The cake may be delivered the day of the ceremony after 11:00 am.**

Who is providing your flowers? \_\_\_\_\_

What time are they being delivered? \_\_\_\_\_

Who is providing your music (band, DJ, etc.)? \_\_\_\_\_  
What time will they be arriving? \_\_\_\_\_  
Contact Phone number: \_\_\_\_\_  
Will you be having a dance? Yes \_\_\_\_\_ No \_\_\_\_\_  
What time will the dance begin? \_\_\_\_\_

**The staff at Spearfish Canyon Lodge strives to make your wedding day as spectacular as possible, the following information is important in this process. Please note that Spearfish Canyon Lodge does not have an off sale liquor license. Beer and wine only, is served at the Latchstring Restaurant, full bar service is available at the Lodge. It is against South Dakota state law for alcoholic beverages to cross the highway between the Lodge and the Latchstring Restaurant. NO outside liquor or beer is allowed in the Latchstring or in the public areas of the lodge. There is a \$16.00 per bottle cork fee for outside wine or champagne. All persons must be 21 years old and have a valid photo ID to consume alcoholic beverages.**

Are you having a champagne toast? Yes \_\_\_\_\_ No \_\_\_\_\_  
What time: \_\_\_\_\_  
What type of champagne would you like? \_\_\_\_\_  
Would you like any non-alcoholic champagne: Yes \_\_\_\_\_ No \_\_\_\_\_  
Would you like wine on the tables? Yes \_\_\_\_\_ No \_\_\_\_\_  
What type/ please list any special wine requests? \_\_\_\_\_  
\_\_\_\_\_

Will you be bringing your own wine and/or champagne? Yes \_\_\_\_\_ No \_\_\_\_\_  
\$16.00 per bottle cork fee will be added to the master account.  
Would you like to purchase a keg of beer for your guests? Yes \_\_\_\_\_ No \_\_\_\_\_  
What type? \_\_\_\_\_

Do you have any beer requests? \_\_\_\_\_

**Please provide Spearfish Canyon Lodge with any special wine or beer requests one month prior to the wedding.**

Cash Bar? Yes \_\_\_\_\_ No \_\_\_\_\_

Hosted Bar? Yes \_\_\_\_\_ No \_\_\_\_\_

Please list how you would like to do the hosted bar (example: time limit, dollar limit, etc): \_\_\_\_\_

What special equipment will you require (example: TV/VCR, projector screen, etc)? \_\_\_\_\_  
\_\_\_\_\_

**Menu Options:**

Rehearsal: \_\_\_\_\_  
\_\_\_\_\_

Social Hour: \_\_\_\_\_  
\_\_\_\_\_

Reception: \_\_\_\_\_  
\_\_\_\_\_

Do you have any special requests? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bride &/or Groom's Signature:** \_\_\_\_\_