

Levan's Catering Wedding Questionnaire

(Please complete this form to the best of your ability and return to us as soon as possible)

Personal Information

The Bride

Last Name: _____

First Name: _____

The Groom

Last Name: _____

First Name: _____

Home Address (The the grooms address blank if they are the same)

Street: _____

Apt#: _____

City : _____

State: _____

Zip: : _____

Street: _____

Apt#: _____

City : _____

State: _____

Zip: : _____

Home Phone : _____

Cellular Phone : _____

Work Phone : _____

Fax : _____

E-mail : _____

Home Phone : _____

Cellular Phone : _____

Work Phone : _____

Fax : _____

E-mail : _____

Additional Contact Person:

Name : _____

Address : _____

Phone : _____

Name : _____

Address : _____

Phone : _____

Tell us about your wedding

Ceremony Info:

Brides Name: _____

Wedding Date: _____

Ceremony Location: _____

Length of Ceremony: _____

Ceremony Start Time: _____

Ceremony End Time: _____

Are you taking pictures after the ceremony at the ceremony site? Yes
No

If yes what is the estimated length of photo session: _____ /minutes

Is your ceremony at the reception site? Yes No (If no go to Reception Information)

Estimated departure times from the ceremony site:

Guests: _____ Wedding Party: _____ Bride and Groom: _____

Estimated distance from ceremony site to reception site: _____ miles

Estimated drive time from the ceremony site to the reception site: _____ minutes

Are there any Flowers, Columns, Arches or any other decoration items used at the ceremony which will also be used at the reception? Yes (If go to Reception information)

If yes who is transporting these items:

Name: _____ Cell Phone #: _____

What is the expected arrival time of these items: _____

Are the items to be in place prior to the guests entering the reception?

Yes

No

Reception Info:

Brides Name: _____

Wedding Date: _____

Reception Location: _____

Phone #: _____

Number of Expected Guests: _____

Number of Guests Invited: _____

What percentage of Your Guests will be traveling to your wedding? _____%

Timing:

Contracted Block of Time: _____ to: _____

Set-up Start Time: _____ Set-up Completion Time: _____

Event Start Time: _____ Event End Time: _____

Estimated Guest Arrival Time: _____ Estimated Guest Departure Time: _____

Bride & Groom Arrival Time: _____ Bride & Groom Departure Time: _____

Are you having a cocktail hour? Yes No (If no, go to dinner time)

Cocktail Hour Start Time: _____ Cocktail Hour End Time: _____

Dinner Start Time: _____ Dinner End Time: _____

Breakdown Start time: _____ Breakdown Completion Time: _____

| |
|----------------|
| Special Notes: |
| |
| |
| |

Tell Us About You're Menu:

What are your favorite foods: _____

What Types of food are you considering for your Wedding?

What type of menu or menu's are you considering?

Breakfast Brunch Lunch Dinner Cocktails

What is your preferred service style?

Formal Seated Service: Yes No

What will be served tableside: Salad
Dinner
Dessert
Coffee
Water | Tea

Formal Buffet Service: Yes No

What will be served from stations: Salad
Dinner
Dessert
Coffee
Water | Tea

Would You Like to Have a Cocktail Hour: Yes No

What will this included: Cold Hd's
Hot Hd's
Buttlered
Buffet

Special Dietary Requirements

Do you or anyone in your immediate family have any special dietary requirements: Yes No

Are you planning to making any special dietary arrangements for these guests: Yes No

Are you planning to make any special dietary arrangements for any other guests: Yes No

If No please proceed to the next section:

If Yes What is there relation to you: Friend Relative

Are they in your wedding party: Yes No

Additional Information Requested:

Do you need any additional vendors or services: Yes No

Would you like us to give you name and address to any of our preferred vendors? Yes No

If no you are finished Thank you.

If yes: What additional services do you require:

Gowns DJ Florist Invitations Tuxedo Rental

Rentals Bands Bridal Accessories

Never under any condition will Levan's Catering release any personnel information or wedding information to anyone with the expressed consent of the bride and/or the groom.