

Wedding Barn Check List

Welcome to planning the Greatest Wedding!

We are available to answer any questions you may have just call or text
Kane (585)447-0545 Jim (585)259-5559 Fran (585)721-3401

- Attend a tasting in February (the Sunday after the super bowl) or April (the Sunday after Easter), check www.colbyscatering.com/weddings for dates and details.
- Send out invitations. (4 months before your wedding date)
- Schedule a Pre-wedding meeting with Fran (585) 721-3401 or fran@colbysbakery.com & complete wedding planning forms.
- Contact Debbie at Nashvilles for bar service and sign agreement (585) 739-5575
- Contact a DJ for entertainment.
- Contact a Photographer. (If they would like to visit the venue just call us to set up a time).
- Contact a Florist.
- Contact a Marriage Officiant.
- Contact a Limo or Shuttle service.
- Plan your Decorations, and determine who is going to set them up and when.
- Contact area hotels to book a block of rooms for out of town guests (See list of suggested servicer's on your venue's website).
- Schedule a rehearsal time your venue if needed. Fran (585) 721-3401
- Make your payment for the Wedding Barn Venue Rental. Due 4 months before your wedding.
- Contact Fran (585) 721-3401 with final guest and wedding party count 20 days prior to your wedding. The final catering invoice will then be emailed to you, and the balance is due 7 days before your wedding.
- Pay final wedding catering package balance 7 days prior to wedding.

Notes:
