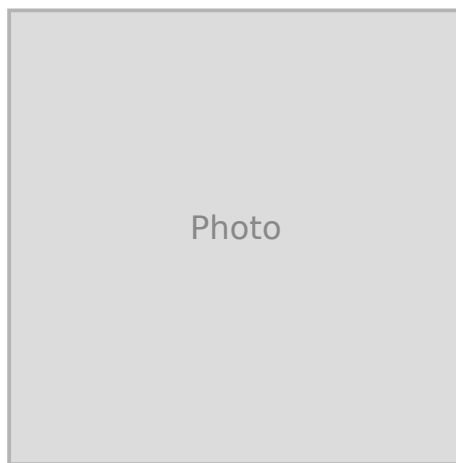


COORDINATION PACK

Emma Wilson & Liam Brown

2026-08-20



Generated on: June 9, 2026

TIMELINE

August 19, 2026 (Rehearsal Day)

18:00 Ceremony Rehearsal

Full run-through with wedding party

Location: Sunset Garden Estate

[Critical Event]

19:30 Rehearsal Dinner

Casual dinner with close family and wedding party

Location: Sunset Garden Estate

August 20, 2026 (Wedding Day)

10:00 Venue Setup Begins

Decoration team arrives and starts setup

Location: Sunset Garden Estate

[Critical Event]

12:00 Florist Delivery & Setup

Bloom & Blossom arranges ceremony and reception flowers

Location: Sunset Garden Estate

[Critical Event]

14:00 Getting Ready - Photography

Sarah Mitchell captures getting-ready moments

Location: Bridal Suite

15:00 Hair & Makeup

Professional styling for bride and bridal party

Location: Bridal Suite

16:00 Guest Arrival

Welcome guests, direct to ceremony seating

Location: Ceremony Garden

[Critical Event]

16:30 Ceremony

Processional, vows, rings, pronouncement

Location: Ceremony Garden

[Critical Event]

17:15 Cocktail Hour

Drinks, appetizers, lawn games while couple takes portraits

Location: Garden Patio

18:30 Dinner Service
Three-course plated meal by Gourmet Events Croatia
Location: Reception Hall
[Critical Event]

20:00 Toasts & Speeches
Best man, maid of honor, parent toasts
Location: Reception Hall

20:30 First Dance & Parent Dances
Couples first dance, father-daughter, mother-son
Location: Dance Floor
[Critical Event]

20:45 Cake Cutting
Cut and serve wedding cake
Location: Reception Hall

21:00 Dancing & Celebration
DJ Sound Waves keeps the party going
Location: Dance Floor

23:00 Last Dance & Farewell
Final song, sparkler sendoff, couple departure
Location: Front Entrance
[Critical Event]

August 21, 2026 (Day After)

00:00 After Party
Intimate gathering with close friends and wedding party
Location: Lounge Area

00:30 Late Night Snacks
Pizza and comfort food for remaining guests
Location: Lounge Area

01:30 Venue Breakdown & Cleanup
Staff removes decorations, tables, cleans venue
Location: Entire Venue
[Critical Event]

03:30 Final Walkthrough
Coordinator ensures everything is cleared, keys returned
Location: Entire Venue
[Critical Event]

CONTACT SHEET

BRIDE & GROOM

Emma Wilson

Liam Brown

VENDOR CONTACTS

Gourmet Events Croatia

Catering

Marco Rossi

Phone: +385 91 345 6789

Email: info@gourmetevents.hr

DJ Sound Waves

Entertainment

Ivan Horvat

Phone: +385 91 567 8901

Email: ivan@djsoundwaves.com

Bloom & Blossom

Floristry

Ana Kovač

Phone: +385 91 456 7890

Email: contact@bloomblossom.hr

Sarah Mitchell Photography

Photography

Sarah Mitchell

Phone: +385 91 234 5678

Email: sarah@smitchellphotos.com

Sunset Garden Estate

Venue

Laura Novak

Phone: +385 91 678 9012

Email: events@sunsetgarden.hr

WEDDING PARTY

Alice Johnson

alice@coordinator.com

Emma Wilson

emma@wilson.com

Liam Brown

liam@brown.com

CATERING

116

confirmed guests

8

dietary needs (6%)

Vegetarian	2
Vegan	2
Gluten-Free	2
Dairy-Free	1
Nut Allergy	1
Total	8

Table 1	1 × Vegetarian
Table 2	1 × Gluten-Free
Table 3	1 × Vegan
Table 4	1 × Vegetarian
Table 6	1 × Gluten-Free
Table 8	1 × Vegan
Table 10	1 × Nut Allergy

Distribute this summary to catering staff before the event.

SEATING PLAN

TABLE TABLE 1 (8 / 8)

Robert Wilson
Margaret Wilson
Uncle Tom Wilson
Aunt Sarah Wilson (Vegetarian)
Grandpa James
Cousin Emily Wilson
Cousin Michael Wilson
└ isabella black (guest of Tara Bailey, Table 15)

TABLE TABLE 2 (8 / 8)

David Brown
Linda Brown
Uncle Peter Brown
Aunt Rachel Brown (Gluten-Free)
Grandma Helen
Grandpa George
Cousin Sophie Brown
Cousin Daniel Brown

TABLE TABLE 3 (8 / 8)

Jessica Wilson
Alex Brown
Katie Wilson (Vegan)
Ryan Brown
Oliver Wilson
Megan Brown
Ethan Wilson
Chloe Brown

TABLE TABLE 4 (8 / 8)

Amanda Martinez
└ Elena Rodriguez
Brandon Lee
└ Frank Miller
Christina Garcia
Derek Thompson
Grace Kim (Vegetarian)
Henry Chen

TABLE TABLE 5 (8 / 8)

Isabella White
└ Penelope Young
Jacob Harris
└ Quinn Allen
Lauren Clark
Marcus Lewis
Natalie Walker
Oscar Hall

TABLE TABLE 6 (8 / 8)

Rachel King
└ Xavier Murphy
Samuel Wright
└ Yara Rivera
Taylor Scott
Uma Patel
Victor Torres
Wendy Nguyen (Gluten-Free)

TABLE TABLE 7 (7 / 8)

Zoe Cooper
Aaron Bailey
Bella Reed
Caleb Hughes
Daisy Foster
Eli Bennett
George Perry

TABLE TABLE 8 (7 / 8)

Hannah Powell
Ian Russell
Jasmine Griffin (Vegan)
Kyle Diaz
Mason Myers
Nina Ford
Owen Hamilton

TABLE TABLE 9 (7 / 8)

Paula Graham
Quentin Sullivan
Rita Wallace
Steven Cole
Tina West
Umar Brooks
Wade Price

TABLE TABLE 10 (7 / 8)

Xena Butler
Yash Barnes
Zara Fisher
Andre Henderson
Brianna Coleman
Carlos Jenkins
Eduardo Long (Nut Allergy)

TABLE TABLE 11 (7 / 8)

Felicity Patterson
Gerald Hughes
Helena Flores
Igor Washington
Jade Knight
Kevin Porter
Lara Hunt

TABLE TABLE 12 (7 / 8)

Nora Ellis
Oliver Ross
Priya Stone
Quincy Boyd
Rosa Mason
Shane Hunter
Tessa Reynolds

TABLE TABLE 13 (8 / 8)

Violet Bell
└ Abigail Carter
Walter Cook
└ Blake Mitchell
Yvonne Ward
└ Cora Perez
Zachary Adams
└ Dallas Roberts

TABLE TABLE 14 (8 / 8)

Eloise Turner
└ Kendra Collins
Felix Phillips
└ Leon Stewart
Giselle Campbell
Hugo Parker
Iris Evans
Jonas Edwards

TABLE TABLE 15 (9 / 8)

Mara Sanchez
Nolan Morris
Octavia Rogers
Parker Reed
Quinn Morgan
Ruby Bell
Seth Cooper
Tara Bailey
└ isabell yellow

UNASSIGNED

test2

(Dairy-Free)

SPLIT FAMILIES (1)

Tara Bailey (Table 15): isabella black at Table 1