

Rehearsal and Dinner Worksheet

Rehearsal

Rehearsal Date _____ Location _____

Time _____ Approximate Length of Rehearsal _____

Directions to Rehearsal Site _____

Rehearsal Dinner

Rehearsal Dinner Facility _____ Phone _____

Address _____ State _____ Zip _____

Consultant _____ Business Hours _____

Web Site _____ E-mail Address _____

Rehearsal Dinner Date _____ Location _____

Time _____ Formal/Informal _____

Number of Guests (Adults) _____ (Children) _____

Menu to Include _____

Cash or Open Bar _____

Price per Person _____ Total Price _____

Guest List

Total # of Adults _____ Total # of Children _____

Total _____ Deposit Paid _____ Date _____

Balance Due _____ Balance Due on or Before _____

Make Checks Payable To: _____

Cancellation Policies & Notes
