

Planning Tips and Information

Rehearsal of the ceremony is held on Friday at the Farm. We ask that only the wedding party and parents attend the rehearsal since Friday is still a working day at the Farm.

Saturday rehearsal time is 3pm

Sunday rehearsal time is 1:30pm

Rehearsal typically lasts about 45 minutes to 1 hour. The ceremony rehearsal takes about 25 minutes and the décor, wine drop off about 20 minutes. **Please note that there is only 1hour allotted for rehearsal. If people are running late, we still need to start on time.*

All décor, alcohol, and cases of wine should be delivered at the rehearsal time. It's important for me to know everything that is involved with the setup of your day prior to the day of your wedding! The Wedding Planner Form is due the Wednesday before your wedding.

Arrival time to the Farm on the wedding day is 1pm for the wedding party and any vendors.

Deliveries on the wedding day need to occur after 1pm and before 3pm to ensure that we have enough time to get it where it needs to go before the ceremony starts. No set-up is to begin until the day of the event. **Vendors are to arrive after 1pm* to drop off or set up any décor or wedding items: flower deliveries, pa systems for band/DJ, drop off/ set up of cake, **NO EARLY DROP OFFS OR EARLY VENDOR ARRIVALS!**

Limited amounts and placement of furniture is allowed at the Farm. 1 seating set including a couch, coffee table and chairs is allowed. All furniture and larger rental items need to be cleared with me before confirming your order. Rugs and metal bases on things like arbors and flower arrangement can mark and damage the grass in high use areas so they are not allowed. We can not move any furniture or place any large items, so all that needs to happen by the delivering rental company. Please make sure you give them a map of where these will be placed for their reference. Property and Apple House maps can be found under the Wedding Packet section on our website.

The 2 Cottages are available to the wedding party to get ready. The cottages can comfortably have 6 people total. It's best to come to the Farm fairly ready and just get dressed there. This is especially true for the bridal attendants. The cottages need to be cleared out by 5pm for cleaning (earlier for larger wedding parties)- all belongings need to be in the mudroom by 5pm. The back door will remain open for the Bride to use the restroom or dress change until 9pm.

The ceremony time is 4 o'clock. Guests are asked to arrive *no earlier than 30 minutes prior* to the start of the ceremony: 3:30pm. It is important to clarify your ceremony time on your invitations. If your guests arrive too early, the Farm is not set up yet and it makes for an uninviting atmosphere. The total event time is 6 hours and can end no later than 10pm.

The Farm sets up all tables and ceremony chairs and the Coordinating staff and Catering staff set the tables and put out any favors, table numbers, menus, etc. We help in the arrangement of the dining tables and we set up the welcome table, favor table, dessert table, table chart...Please refer to the packages section under Note from Cassandra to get a clearer picture of our duties.

The Farm has tables and chairs for 200. We have 25 rounds and a few 6' rectangular tables that can be used for a head table.

Dining tables are 60" rounds. We use 6' rectangular tables for the Pond Bar (5 tables used), and various service tables like DJ, and anywhere else additional tables are needed. Talk to me about special needs such as a table at the ceremony for a ritual, candle, programs, blessing tree, etc.... we have a few smaller ones for this.

We highly recommend the use of a DJ or wedding band from our Vendor List, which can be found under the Wedding Packet section. These vendors do a really good job and are familiar with the Farm and how we run things, so it makes for a very smooth day and really helps in maintaining a good overall flow. If there are several vendors who have never been to the Farm before, we require an added assistant to help with managing that.

A PA system is highly recommended at the ceremony site. Even a slight breeze can carry your voice away. This same system can be used by the band/ DJ/ iPod... see referral list to rent the pa system. The Farm does NOT have any onsite pa equipment.

If you choose to have a specialty cocktail, this is only served during the cocktail time. Beer and wine is served throughout the event. Please let Ginger know what drink you are thinking about so she can rent an appropriate cocktail glass. If you are having a specialty cocktail, it is your responsibility to bring any mixers like soda water, juice., alcohol and fruit for the garnish. The bartenders will cut your garnish, but you must supply it. Ginger can often get great garnish fruit and berries and she can also do things like simple syrup, so talk to her about your drink ideas.

We will have all your décor and leftover beer + wine packed and ready to load at the Apple House by 10pm. You need to designate someone to pull around and load it up at that time. Everything must be cleared out and cleaned up the night of your wedding by 10:45pm. *Everything you bring on the property needs to leave with you at the end of the night. This includes boxes and other packaging used for transporting items like dessert and décor items.* We do not have a dumpster or trash receptacle on the property. The bartender will recycle your wine bottles and Ginger takes all food related trash.

Throughout the planning process, remember that the Farm is an outdoor facility. Even in the Apple House it can be breezy, so it is important to keep a few things in mind:

- All candles need to be in a container/ votive, no candelabras or open flame without cover. NO tapered or tall and skinny candles. Candles are most effective in the later summer months when there are more nighttime hours.

- Individual escort cards and assigned seating is NOT recommended. Listing guests by table is the best way to designate seating. Escort cards can easily blow away and are a bit formal for the family style dining environment. This type of decor prompts and added assistant

- Use sturdy vases- the shorter and wider the better. Make sure the flowers aren't too tall and top heavy to withstand a breeze. Small single flower and bud vases don't work very well on a windy day. Keep in mind, Ginger's platters take up quite a bit of space on the tables, so keep the flowers pretty contained.

- The Farm does NOT allow petal tossing and we do NOT allow flower aisle scattering. A clean up fee will be incurred if petals are used. Flower girls may sprinkle a few LARGE flower petals such as roses, but every petal needs

to be picked up at the end of the ceremony. In addition, please NO tossing of confetti, feathers or rice. Lavender or bubbles is a nice alternative to these. A clean up fee will be taken out of your security deposit to help with clean up.

-We do NOT allow sparklers, sky candle lanterns and other open flames at the Farm for fire security reasons.

- Be sure to look at the other helpful information in the Wedding Packet section!