



# Bay Pointe Wedding FAQ Sheet

**Q. What is the backup plan for bad weather when having an outdoor ceremony?**

A. Our standard backup for inclement weather is in your reception space and guests will be seated at the tables/chairs as set up for your reception. Your outdoor ceremony site will still be setup in case there is a weather change later in the day. Day-of decisions will be coordinated by your Banquet Supervisor.

**Q. Do you have a room for the bride/groom to get ready in?**

A. Most of our couples get ready in one of our lodging spaces that they have rented for two nights. We do have bridal suites held in room blocks for most of our venues!

**Q. Can I have my pet at my wedding?**

A. We do allow dogs to be a part of your ceremony and for brief pictures at the ceremony site (when notified in advance), but they are not allowed to remain on the property. Please make appropriate lodging/kenneling arrangements for your furry family members.

**Q. Are there a lot of bugs?**

A. We do spray for mosquitoes and bees every two weeks! However, we are an outdoor venue so we cannot fully prevent bugs.

**Q. Where can I take photos on my wedding day?**

A. You can take photos at any time in the space you have reserved for your special day. If you would like to take photos in another space, then "Open Photo Time" is from 12pm-2pm. \*NOTE: the BoatHouse Villa lawn/lake patio is not open for photos.

**Q. Where is my ceremony rehearsal?**

A. We have a one-hour ceremony rehearsal the day prior to your event. The time itself will not be confirmed until two months prior to your wedding date. Also, keep in mind there will more than likely be a ceremony rehearsal prior to your ceremony/reception on the day of your wedding!

**Q. Should I hire a day-of coordinator?**

A. Our event supervisor will be present at your ceremony rehearsal and on your wedding day to ensure everything is set up correctly and to serve as your main point of contact for any venue needs. They'll also assist your vendors as needed. While they focus on venue operations, many couples still choose to hire a day-of coordinator for help with personal décor and more hands-on support throughout the day.



**Q. Will the staff set up all my decorations or do I have to do that on my own?**

A. While our event supervisor does oversee the setup of your space you will need to designate someone from your party to setup your decorations. Our staff will setup all tables, chairs, linens, and place settings, along with any décor you have rented through us directly.

**Q. Who oversees tearing down after the event?**

A. Our staff will take care of all items we have supplied you! We will tear down our tables, chairs, linen, and any complimentary décor rented through us! However, it is your party's responsibility to collect all your personal décor at the end of the night, so please make sure you dedicate a few people to take responsibility of this at the end of the night.



**Q. May I drop off my décor the night prior to my wedding day/pick up the day after my wedding?**

A. All equipment/items must be set up and picked up on the day of the event. We do not have storage for items overnight. You will have access to the space at 12pm (Lakefront Venues) or 1pm (Woods) the day of your wedding and all items must be removed from the space the night of your wedding.

**Q. When can I begin decorating my reception space?**

A. We guarantee that your space will be ready by Noon (Lakefront Venues) or 1pm (Woods Venues) on the day of your wedding, unless specified otherwise in your contract. This means all tables, chairs, and linen will be out and ready for you to decorate! Please note that place settings (plateware, napkins, silverware, glassware) will not be set until closer to the reception time.



**Q. Can I hang lights/fabric from the ceiling?**

A. Unfortunately, we do not allow any décor to be hung from the ceilings or walls of our spaces. Décor can be added to the arbor if it is held by non-permanent fixtures (i.e., fishing line, wire). If the Lakefront Pavilion or Bay Pointe Woods is your venue, we will allow a sign to be hung from the greenery wall on one of our prefixed hooks.

**Q. Can I upgrade my chairs/linen?**

A. Yes! We do have a few options to upgrade your linen to colored or floor length. You are also more than welcome to bring in your own linen or chair upgrades. If you are interested in going with an outside company for chairs, we do require a signed rental agreement and it is \$1/chair to do so! Please speak with your Catering Events Manager for more information!



**Q. Do you allow flame candles?**

A. Candles are allowed, but they must be in a holder that's taller than the flame and can catch any wax.

**Q. Do you allow sparklers/fireworks?**

A. No sparklers, fireworks or floating sky lanterns are allowed at any time on our property.

**Q. Do you have decorations we can use?**

A. We provide complimentary table numbers and Mr. & Mrs. signs. Depending on which space you reserve, we do have a standard centerpiece that you can use if you wish.



**Q. Is there a gratuity included in my total cost?**

A. A 22% service fee will be applied to all food and beverage costs. This is in lieu of gratuity and will be included with your wedding bill.



**Q. Can I use confetti/lavender for my ceremony?**

A. No, we do not allow anything that cannot be easily picked up by hand. We recommend bubbles or real flower petals!

**Q. Can I use flower petals for my ceremony?**

A. Yes! If used outdoors, we request that they are real rather than silk as there is a chance they can blow away, and the petals must be large enough to be scooped up "by hand". No tiny petals allowed as they can get stuck in the grass.

**Q. Can I take our food to-go?**

A. Unfortunately, our health department does not allow food that has been sitting out to be taken to-go as it is a liability for potential foodborne illnesses.

**Q. When can I check in to my hotel room?**

A. Check-in is 4pm for all lodging rooms. We cannot offer early check-in. We recommend that guests book the night before if they are planning to get ready onsite.

**Q. Do you have additional lodging outside of my room block?**

A. We have a smaller, boutique hotel and lodging is in high demand for the weekends. We typically don't have additional lodging outside of your block on Fridays/Saturdays. Different days of the week are based on availability and can be discussed with your Sales Manager or Catering Events Manager.

**Q. Can I store my dessert/food in your refrigerator?**

A. Unfortunately, we do not have space in refrigerators/freezers for any outside food. We recommend that you have your baker deliver closer to your ceremony start time.

**Q. Can I bring in my favorite drink/alcohol/food?**

A. All food and beverage must be purchased from Bay Pointe. If there is something that you would like outside of our offerings, we are happy to special order it for you!