

## *Venue Touring Guide*

### Tips for touring wedding venues:

- Know your approximate guest count. (Plan for about 85% of your invited guests to attend.)
- Have a general budget in mind, but don't let your budget stop you from seeing any and all venues that peak your interest.
  - Even if you decide later that certain venues are out of your price range, you may pick up some great creative ideas or helpful advice by touring.
  - You may discover that a seemingly more expensive venue will actually cost you less in the end because of what that venue includes (rental items get pricey).
  - Of course, do not actually book a venue until you know that venue fits your budget.
- Take pictures!
  - If you are visiting several venues, it's a good idea to take a picture of a sign on the way in, so you don't get confused later.
  - Take pictures of all of the spaces you and your guests will be using (including restrooms) and all of the views on the property.
  - Take pictures of both the beautiful aspects of the venue as well as the aspects you consider less desirable.
- Come prepared with a list of questions.
  - The person giving you the venue tour will have a lot to show and tell you. They may sometimes overlook or forget to mention important information.
  - You can find a list of important venue questions on most popular wedding sites. Add to a generic list to include additional questions that are important to you. Some venues have FAQ pages. Print those and bring them with you.
  - Take notes of the answers to your questions.
- Don't just look. FEEL.
  - Though pictures are important, it is equally important to take the camera away from your eye to get a real sense of where you are. Take in all of the scenery – the sights, the smells, the sounds.
  - Take a minute to focus on how you feel on the property. Do you feel comfortable? Do you feel confident that the people handling the venue will be supportive and responsive? Do you feel heard? Do you feel that your guests will also have a good experience?
- Don't hold back any information.
  - The more you tell us about who you are and what you want, the better equipped we are to determine whether or not we are the right fit for you. A good venue representative will be honest about what they can and can't do for you. A great venue representative will even recommend other venues that might be of interest to you.
  - As long as the venue price is clear, feel free to share your budget. Based on what you want and general pricing of other vendors, the venue representative should be able to tell you if their venue is within your budget.
- Do the math!
  - Some venues are fairly inclusive, so the buildings or tents, chairs, tables, and sometimes even linens as well as other decorative items are all included in their rental fee. These venues make it easy.
  - Other venues itemize individual items. For these venues, you must find out how much it is to rent their items or to bring in rentals from elsewhere.
  - Either way, make sure you walk away from the tour with something in writing showing you what you are getting for your money, and what additional rental items will cost you. (If the venue doesn't actually have rental items you need, be sure to check with a rental company before making any decision about the venue.)