

The Memory Barn

“Your Vision + Planning/Preparation = The Best Day Ever!”

Extra Services and Fee Schedule

Bartender *(Required if serving alcohol at the event)*

- \$450.00 for serving up to 6 hours, \$50.00 each additional hour.
- One half or a minimum of \$225.00 deposit due to Angie at time of booking of venue.
- 30 days from event will discuss guest list, estimated alcohol, supplies, and ice needed.
- Inventory items the evening before the event that were brought for the bar and ensure everything is ready to go.
- Arrive the morning of the event and prepare any final items.
- Starts mixing drinks and serving alcohol after the wedding – cocktail hour.
- Ensures alcohol is removed from the dressing rooms and will be available at the bar area.
- Ensures no alcohol is provided by guests, served, and consumed on the property.
- Ensures no one under 21 years of age will be served alcohol.
- Ensures all alcohol will be kept in the inside locked bar area.
- Limits alcohol for guests who appear to be intoxicated.

Wedding “Day” Planner *(Optional but highly recommended to relieve the stress from you and your family on the day of event)*

- \$750.00 for the wedding.
- One half or a minimum of \$375.00 due upon booking.
- 30 days out from event - helps you create a final day schedule, and reception & cocktail hour setups.
- Works with you and your DJ to set up a schedule for the day.
- Ensures vendors know where to go and set up when they arrive and handles any issues that arise such as needing extension cords, etc.
- Assists with any last-minute details.
- At ceremony lines up the bridal party and sends each of them down the aisle.
- Attends and assists with rehearsal as needed.
- Ensures your cake/cupcakes get set up timely.
- Helps with set up of cocktail hour foods.
- Ensures you and your wedding party get a small break after pictures to use the restrooms and get a light snack and drink.
- Ensures the caterers service the bride and groom first.
- Keeps the DJ on task with the events of the evening.
- Coordinates and works to resolve issues that arise during the event.

For Information Contact: Angie Treaster at 717-215-4004 or Angietreaster@gmail.com.