

**IVA & MATTEO · JULY 4, 2026**

# **TANYA WEDDING-DAY COMMAND TIMELINE**

**Private clipboard copy · Decisions, warnings, cues and handoffs**

**Read the timestamp first. Yellow blocks are your direct command windows. Coral notes are hard stops or live risks.**

**Venue: 32 Miles Estate**

**Prepared for: TANYA**

**Ceremony: 11:15 AM**

**Grand entrance: 4:45 PM**

# TANYA WEDDING-DAY COMMAND TIMELINE

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**TANYA COPY**  
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Use this when you need:

- what I do next,
- what I should already have checked,
- who I need to warn,
- who I need to text or go find,
- what must be done before the next anchor.

## Hard Anchors

- 5:00 AM Tanya wake / self-care / vehicle and command-bag checks
- 5:45 AM leave 27111 0 Avenue, Aldergrove
- 6:15 AM pick up Natasha at 4748 222 Street, Langley
- 7:00 AM Tanya + Natasha onsite
- 8:00 AM AW arrival
- 9:00-9:30 AM BNK arrival
- 10:00 AM Tony arrival
- 10:30 AM ceremony 100% camera-ready
- 11:15 AM ceremony start
- 11:45 AM ceremony end target
- 3:15 PM early guest-ready deadline
- 3:30 PM guest arrival / cocktail hour
- 4:45 PM grand entrance
- 5:15 PM buffet open
- 6:15 PM buffet final call
- 6:55 PM cake cutting
- 6:55 PM target smoke activation on Tanya's cue; full five-minute build required
- 10:00 PM bar closed
- 11:00 PM music off
- 12:00 AM off property / cleaned

## 7:00-7:15 AM

### DO NOW

- open venue / storage / unload
- set command area
- confirm bathrooms, power, garbage, water, staging
- decide unload / vendor path
- put command binder, chargers, tape, scissors, emergency kit in one fixed place

## NATASHA DOES NOW

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- pull ceremony / welcome / pavilion / command totes first
- stage by zone, not one giant pile

## WARNING TO SELF

- do not start decorating before staging and orientation are decided

## 7:15-7:30 AM

### DO NOW

- walk ceremony direction
- check sun
- confirm aisle direction
- confirm commissioner / couple placement
- confirm welcome sign location

## NATASHA DOES NOW

- stage welcome items
- stage ceremony florals
- stage guest book / card table items

## 7:30-7:40 AM

### DO NOW

- build welcome sign base
- confirm sign is visible from guest arrival path

## NATASHA DOES NOW

- continue welcome sign styling
- prep candles / florals / drape

## 7:40-7:55 AM

### DO NOW

- place ceremony chairs
- set aisle line
- keep ceremony simple and straight before fussing over details

## NATASHA DOES NOW

- finish welcome sign details
- keep area photo-ready

## WARNING TO SELF

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- do not spend too long perfecting welcome sign if chairs / aisle / ceremony base are not done

## 7:55-8:10 AM

### DO NOW

- place ceremony floral pillars
- place major ceremony florals
- adjust only after sightline check

### VENDOR CUE

- 8:00 AM meet AW immediately
- show unload route
- confirm what they set up vs what I / Natasha transition later

## 8:10-8:35 AM

### DO NOW

- direct AW
- confirm ceremony-view clutter stays low
- keep ceremony priorities first

### NATASHA DOES NOW

- guest book table
- card / gift table
- linens first, then styling

## 8:35-8:55 AM

### DO NOW

- pavilion drapery if not handled by AW
- ceremony backdrop / floral horns / front area
- step back and do visual check from guest angle

### NATASHA DOES NOW

- finish card / gift / guest book table styling

8:55-9:05 AM

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### DO NOW

- camera-ready check #1
- clear bins / tools / obvious mess

### WARNING TO SELF

- if ceremony is not feeling done, stop worrying about dining hall beauty

9:00-9:30 AM

### VENDOR CUE

- meet BNK
- direct back-door unload
- choose return-rack / crate location now

### NATASHA DOES NOW

- start dining hall staging
- sweetheart and family tables first

9:30-10:00 AM

### DO NOW

- final ceremony chair / aisle / welcome route review
- pull ceremony music device, Bluetooth, rings, license, script items into command area

### NATASHA DOES NOW

- continue table settings

10:00-10:10 AM

### VENDOR CUE

- meet Tony
- confirm truck placement
- confirm power / water / garbage
- confirm buffet path
- confirm coffee / tea ownership

**DO NOW**

- ceremony camera-ready check #2
- hide crates, bins, tools, extra linens
- check aisle, welcome sign, guest route, bathrooms

**WARNING TO SELF**

- ceremony must be done by 10:30
- if something in dining hall is unfinished, that is less important than ceremony readiness

**10:30-11:00 AM**

**DO NOW**

- hold ceremony area
- greet commissioner / family
- keep calm

**NATASHA DOES NOW**

- continue dining hall only if ceremony is stable

**10:45 AM prompt**

**TANYA CUE**

- text or call bride-side contact: Just checking in so I can be aware of your exact timing. Please text me when you are leaving and again 5 minutes before arrival so I can come meet you and make sure everything is ready.
- text or call groom-side contact if needed: Just checking in on timing. Please let me know when you are leaving and 5 minutes before arrival so I can track your entrance cleanly.

**11:00-11:15 AM**

**DO NOW**

- confirm limo arrival awareness
- confirm lineup
- confirm music order
- confirm rings / license physically present

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**11:15-11:45 AM**

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### DO NOW

- cue ceremony
- stay invisible but in control

### NATASHA DOES NOW

- dining hall progress
- no interruption to ceremony

## 11:45 AM-12:05 PM

### DO NOW

- move family / couple / photo team out quickly
- make sure no one important is left behind
- once they leave, transition mode starts immediately

## 12:05-12:30 PM

### DO NOW

- trigger ceremony reset
- move ceremony items to reception homes
- keep florals grouped by destination

### NATASHA DOES NOW

- move decor
- begin reception build

## 12:15 PM prompt

### VENDOR CUE

- if Moonlight arrives, direct them immediately
- confirm they finish by 2:00 PM

## 12:30-1:00 PM

### DO NOW

- mark bar area
- mark water stations
- mark champagne table

- mark charcuterie
- mark cigar table

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- mark reserved optional espresso footprint

### **NATASHA DOES NOW**

- dress bistro tables

## **1:00-1:30 PM**

### **DO NOW**

- check bar progress
- confirm what is ready vs still missing
- if DJ arrives around 1:30 PM, meet and place him

### **NATASHA DOES NOW**

- finish dining hall table settings

## **1:30-2:00 PM**

### **VENDOR CUE**

- meet DJ if onsite
- confirm mic, booth, power, grand entrance, MC cues

### **NATASHA DOES NOW**

- finish pavilion photo / guest-facing spaces

## **2:00-2:35 PM**

### **DO NOW**

- full venue walk
- solve any vendor problems now
- mark later dessert / cake / coffee transition zones

### **NATASHA DOES NOW**

- final dining hall styling
- hide clutter

## 2:35 PM prompt

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### TANYA CUE

- text bride-side contact if no update: Just checking in on your return timing so I can make sure everything is ready for arrival.

## 2:45-3:15 PM

### DO NOW

- prepare couple reset area
- final guest-facing sweep
- check bar, signs, guest book, bathrooms, music, seating chart

### WARNING TO SELF

- real deadline is 3:15, not 3:30

## 3:30-4:20 PM

### DO NOW

- float
- watch stock pace
- check bathrooms
- check bar flow
- check charcuterie
- check couple

## 4:20 PM prompt

### VENDOR WARNINGS

- warn DJ: guest move inside soon
- warn Justin / Alyssa: champagne top-up soon
- warn Tony: passed apps ending / guest move inside soon

## 4:30-4:44 PM

### DO NOW

- guide guests to seating chart
- make sure sweetheart table drinks are ready
- make sure champagne team is moving

## WARNING TO SELF

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- by 4:44 all champagne staff must be clear

## 4:45-5:15 PM

### DO NOW

- grand entrance
- toast
- housekeeping
- speeches

### TANYA CHECKS

- family seated
- cameras ready
- mic handoffs smooth
- Tony ready for buffet by 5:15

## 5:15-6:15 PM

### DO NOW

- check Tony before buffet opens
- watch table release pace
- make sure couple eats

## 6:05 PM prompt

### VENDOR WARNINGS

- warn DJ: buffet final warning soon
- warn Tony: final call soon

## 6:15-6:55 PM

### DO NOW

- run Table Dash first
- run Shoe Game second
- protect cake anchor

### TANYA CHECKS

- photo/video ready before Table Dash
- staff out of sightlines during Table Dash

- stronger clearing during Shoe Game

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- cake physically ready before 6:55

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## 6:55-7:20 PM

### DO NOW

- cake
- if smoke is fully booked/approved, cue Sukhy at 6:55 PM only when cake photos and removal path are safe
- protect the full five-minute smoke build; if cake runs late, move first dance later
- first dance
- father-daughter
- mother-son
- guest photo
- beat drop

### MUSIC STILL PENDING

- Table Dash song
- corrected party/open-dancing playlist link
- The Power of Love full versus fade
- all ceremony songs and fade instructions

### WARNING TO SELF

- this block moves fast
- do not get trapped talking to people

## 7:20-10:00 PM

### DO NOW

- dessert / coffee / tea release
- check couple constantly
- check parent tables
- watch congestion
- make sure BNK clearing is moving in back

## 9:25 PM prompt

### VENDOR CUE

- remind DJ first bar warning at 9:30
- remind bar team first warning is happening

## 9:45 PM prompt

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### VENDOR CUE

- remind DJ final bar warning at 9:50
- remind bar team hard stop at 10:00

## 10:00-11:00 PM

### DO NOW

- preserve guest experience
- keep visible teardown low
- track pickups / limo / cleanup

## 11:00 PM-12:00 AM

### DO NOW

- full final sweep
- gifts / cards
- bathrooms
- kitchen / service area
- storage
- outside
- rentals separated properly

### FINAL WARNING TO SELF

- do not leave without checking every zone