



**THE SANCTUARY**  
a space where your event matters

## A Helpful Guide to a Successful Wedding During COVID-19

*The look and practices have changed, but the purpose hasn't. Remember the love that brought you both together and celebrate with your close family and friends, because that's what **matters**.*

*-Your friends at The Sanctuary*

### Selecting a Date

Choosing the date was already challenging, without the pandemic. Trying to find the right fit to accommodate your schedule and style is tough. The pandemic adds to that stress, but we can help you host a successful event. We will help guide you through the steps needed to host a safe event so you can embrace the changes and celebrate the love you share.

### Preparing for Venue Changes

Overall, your event can continue as planned, but there are a few requirements in place to protect guests and staff during the pandemic.

- Capacity – Due to CDC guidelines, the maximum number of guests is reduced to 110.
- Masks – Guests are required to wear masks inside the venue. They may only remove the mask when eating.
- Temperature Check – Guests will be asked to check their temperature at the door when entering.
- Catering – At this time, self-served dining is not permitted in Ohio. Guests can be served at the table or through a served buffet that allows for social distancing.

### Choose Vendors That Care

When choosing a caterer, DJ, Photographer, etc., you will want to be sure you find vendors who will work with you and offer guidance for meeting CDC requirements. Stay in touch and ensure contractual requirements are understood. You may need to adjust some of your plans around food and dancing at the reception. Work with your vendors to understand the current guidelines and protocols. We are happy to make some recommendations for trusted vendors.

## **Stay Up to Date on CDC Guidelines**

Check the State CDC website for updates, new restrictions, and guidelines because changes occur frequently. Keep yourself informed on what's going on and share your new discoveries and concerns with your venue representative and vendors. They may be informed of the changes, but you want to make sure all things are discussed. This is your big day and vendors want to help make it as stress free as possible.

## **Have PPE on Hand**

The Sanctuary will provide hand sanitizing stations, signage with CDC guidelines, and a few courtesy masks for guests. You will want to have an extra supply on hand for any guests that forget to bring a mask. Be sure to have some available in child size, if you plan to have younger guests.

## **Prepare Your Guests**

Let your guests know that while the event might feel a bit different, the day will still be a celebration of your love and commitment as a couple. Be sure to tell guests that they will be required to wear a mask and follow the venue guidelines. There are tons of fun ways to implement and encourage mask wearing. Search the internet for fun and creative craft ideas.

## **The Month of Your Big Day**

Although you've had continual communication with your venue representative, vendors, and guests - communicate again. You're not a bother. It's your day, your memories, and your money. Ask questions, voice your concerns, and receive all the clarity you need. Write everything you want to ask down before you call or meet. Also, consider creating an accountability group or network of people who will absorb some last-minute stress. They can be in place as the contact person(s) on your wedding day for vendors. Create a contact list and share it with your venue representative and vendors.

## **Remember, It's Your Wedding Day**

We are here for you! The Sanctuary offers flexibility and care in creating your event. Make sure that you pick the wedding package and support that will give you the peace of mind you deserve on your big day.