



Master of Ceremony Notes and House Policies 2022

The Master of Ceremonies and Strathmere's Wedding Coordinator are very important in helping to keep everything on time and ensuring the wedding day runs smoothly. Both will work closely together on announcements and briefing the guests.

Here are some general guidelines to assist with planning the order of events.

Before and during the Meal:

- Confirm music for the head table introductions with DJ.
- Once all guests are seated, the Coordinator will cue you for head table intros
Introduce yourself and welcome the guests
- Explain Strathmere's House Rules (below)
- If arranged, introduce the person who is saying a blessing
- Dinner Service – enjoy! **For buffet service, explain that Strathmere will call table-by-table to the buffet, starting with the Head Table.**

If Speeches are being done during the Meal:

- Wait for our cue at every course before introducing the next speaker.
- Strathmere will continue dinner service during speeches, quietly clearing away dishes.
- Announce cutting of the cake (**invite guests to take pictures if they wish**).

If Speeches are being done at the end of the Meal:

- Give the head table a 15-minute warning, so they can run to the washroom before speeches.
- Wait for our cue before you begin (only once dessert, tea/coffee service is complete)
- Common order: friend/relative, Best Person, Person of Honor, Parents, the Couple.

After Final Clear:

Announce first dance, inviting the wedding couple to take to the dance floor.

Announce bouquet and garter toss.

STRATHMERE HOUSE RULES

You can consume alcohol inside, out the front door or on the surrounding patios. **Drinks cannot leave these areas.**

IF YOU ARE UNDER 19 yrs, cannot consume alcohol - even if a parent allows it!

IF YOU ARE UNDER 25 yrs, expect to show Age of Majority or Driver's License.

PERSONAL ALCOHOL IS STRICTLY PROHIBITED inside the venue, on the grounds or in the parking lot.

YOU WILL BE DENIED ENTRY.

Please SMOKE 5 METERS AWAY from any door or on grass away from a patio.

Please stay away from other Strathmere venues - events may be happening.

THANK YOU FOR COMPLYING WITH THE RULES AND ENJOY THE CELEBRATIONS!