

guest accommodations



INITIAL CONSULT | What to bring & know.

- Wedding date
- Estimate of wedding guests requiring accommodations
- Whether you want to distribute welcome bags to guests
- Whether you want a block of rooms at more than one hotel





WHAT TO ASK

DO I NEED TO HOST MY RECEPTION HERE TO BOOK A BLOCK OF ROOMS?

If the hotel is also a reception venue, sometimes they are unable to set aside a block of rooms unless your reception is at their facility.

IS THERE A MINIMUM OR MAXIMUM NUMBER OF ROOMS WE CAN SET ASIDE?

Find out your parameters. Hotels place a limit on how many rooms you can set aside, but some will extend additional rooms based on demand and availability.

WHAT HAPPENS TO ROOMS THAT ARE NOT BOOKED?

Some hotels require a fee if the reserved rooms are not booked. Others simply release rooms from reservation if not booked by a certain date.

WHAT TYPE OF DISCOUNT WILL GUESTS RECEIVE ON OUR BLOCK OF ROOMS?

The main advantage of a block of rooms is the guaranteed availability offered to your guests. For hotels that offer price breaks, rates fluctuate depending on the time of year, level of demand, and how far in advance the room is booked.

WHAT KIND OF INCENTIVES WILL WE RECEIVE FOR BOOKING A BLOCK OF ROOMS?

Incentives are wide ranging and can include anything from free breakfast, a free bridal suite, free bonus room, room upgrades, and gift cards for future stays or to put toward room upgrades for your guests.

DOES YOUR HOTEL OFFER AIRPORT TRANSPORTATION?

Find out if the hotel has an airport shuttle and whether it is complimentary or requires a fee.

IS THERE A FEE FOR PARKING?

Some hotels offer complimentary parking, while others charge a fee.

IS THERE A FEE FOR DISTRIBUTING GUEST WELCOME BAGS?

Though not always, there can be a nominal fee to distribute bags to your wedding guests.

EXPERT ADVICE

Check special event dates in the area of your wedding when selecting your wedding date. This will greatly impact the cost of hotel and other accommodation rates for out-of-town guests. To find out if there are special event weekends, call the hotel and ask. Most hotels know up to two years in advance of these dates.



TIMING

12 MONTHS BEFORE:

Book block of rooms

8 MONTHS BEFORE:

Include block information on save the dates or wedding website

3-4 MONTHS BEFORE:

Start monitoring the hotel block on a weekly or monthly basis so you can adjust the number and type of rooms set aside if necessary

1-2 DAYS BEFORE:

Drop off guest welcome bags for hotel to distribute

TRENDING

More and more hotels are seeing King guest rooms being booked verses Double Queen guest rooms due to more couples attending child-free weddings.



GUEST CONSIDERATIONS

Eight to nine months before the wedding, send save the dates. Include travel and accommodation information so they are able to make plans well in advance.

Let out-of-town guests know about area attractions and points of interest. Maps, guide books, and directions are helpful for those unfamiliar to the area.

If you have many guests from out-of-town, set aside a specially priced block of hotel rooms. Some hotels require a deposit while others may simply offer rooms at a special rate until a specified date. Some hotels also offer a free room for the bride and groom or a free meeting room for a gift opening party.

Leave special goodie bags or baskets at the hotel to be given to the guests when they check in. These thoughtful packages may include candy, snacks, bottled water, a gift certificate for a nearby restaurant, an area tour book, a map, or even a simple card thanking them for traveling so far to attend the wedding.

Include out-of-town guests in many of the pre- and post-wedding festivities. Invite them to the rehearsal dinner (if budget allows), a special brunch, or the gift opening party. If other special activities are planned, consider extending an open invitation to distant travelers.

Set your guests at ease by preparing for every possible need. Put baskets of toiletries in your reception facility's restrooms that contain helpful items such as hairspray, disposable combs, bobby pins, hand lotion, chapstick, mouthwash, toothpicks, bandaids, static guard, nylons, feminine products, etc.

If having a formal reception, carefully plan the seating arrangement. Place guests in comfortable situations with those they know or with whom they share similar interests.

If the reception dinner guest list includes children, consider ordering kid-friendly meals. Your younger guests will enjoy them and their parents will be grateful.

When giving toasts, remember to include a heartfelt thank you to everyone for attending your celebration.

Send a hand-written thank you note for every gift. You must follow e-mails, form letters, and a verbal thank you with a hand-written note.

Keep in mind that out-of-town guests may have spent hundreds of dollars just to get to the wedding day. They certainly deserve the extra attention to help them feel welcome!

COST BREAKDOWN

TIME OF YEAR

Room rates are generally more favorable during the off-peak times of late November through April.

COMPETING EVENTS

If there are other events taking place in town on your wedding weekend (such as Badger football or the Ironman), it could limit availability and increase room rates.

FEES

Services such as parking or asking the hotel staff to distribute welcome bags to guests can influence the bottom line.

INCENTIVES

Perks for booking a block of rooms such as a free bridal suite, room upgrades, free meals, etc., can add value to your purchase.

THE OPTIONS

BLOCK OF ROOMS

When reserving a block of rooms, hotels will sometimes set aside a variety of rooms and adjust as your guests start to make reservations.

BRIDAL SUITE

The bridal suite can be at the same hotel as your guests or your reception venue. Spend your entire honeymoon there or just your wedding night.

HOSPITALITY PARLORS

Couples can rent hospitality parlors as a place for out-of-town guests to congregate between wedding events, for the bridal party to get ready before the wedding, or even to host a gift opening party after the wedding.

WEDDING WEBSITES

Create a wedding website to give your guests the details they may need for your wedding. This will also help create some excitement leading up to the events of the day. You can find a variety of wedding website (website) builders online. But here are some thoughts to get you started:

LAUNCH

Start the website as soon as you have a few of the initial plans in place, so you can develop it based off the look and feel for the wedding. Creating the site early in the planning stages will also allow you to include the URL on save the dates.

CREATE

Many web services offer the ability to choose from a variety of templates and color schemes. We recommend trying to use the same colors and fonts that will be in your stationery pieces to help tie everything together.

DETAILS

Make sure to include the basics of who, what, when and where, including the couple's names, engagement or other desired photos, dates, locations, and details of each event on the list of happenings.

FUN

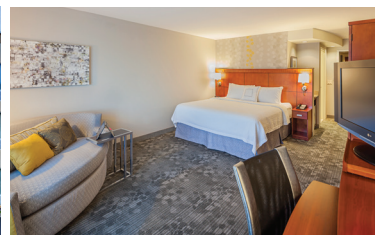
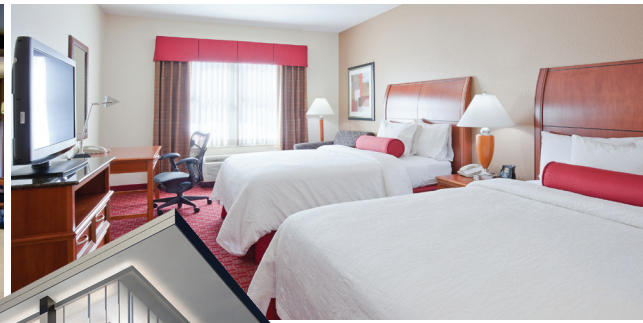
Guests enjoy stories about how the couple met or the exciting story of the proposal. This is also the place to add a little enjoyment with additional snapshots or short video clips. You can also include short bios of the wedding party to allow everyone to "get to know each other" before the big day!

LINK

Although it is not proper etiquette to include registry information on the invitation itself, it is acceptable to put a registry URL on the wedding website.



It's Your Moment to Celebrate



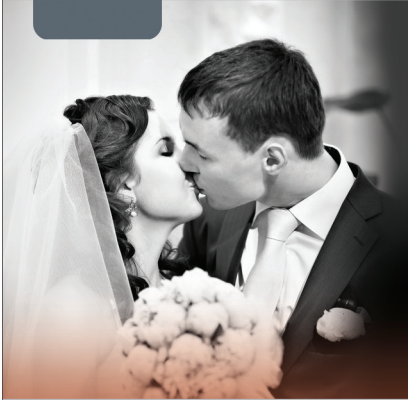
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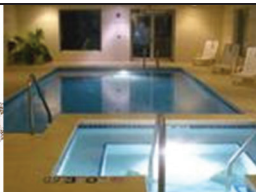
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