

guest accommodations



You will have family and friends who will travel the distance to be with you on your wedding day, and you will want to be sure to make them feel welcome and special throughout their stay. Blocks of hotel rooms are necessary for their overnight accommodations, and possibly even for local guests who just want to be a part of the weekend festivities. For those who have gone the extra mile and have a longer stay, consider special welcome baskets or goodie bags with local merchandise, map, guide book, points of interest, weekend itineraries, gift cards and a personal thank you note.

PLANNING FOR GUESTS

- To help your guests make plans far enough in advance, start with a save-the-date card, or a unique photo or video post.
- Help guests get informed and stay connected regarding the wedding details, by including important information in the invitation ensemble, as well as on your own personal wedding website.
- Area hotels offer special groups rates, but beware of peak seasons, and other local events that may hinder availability.
- Consider offering a few different hotel options at various price points; however, if you want guests close throughout the weekend, be sure to mention where you will be staying.
- Ask the hotel about discounts and incentives regarding a suite for your wedding night, blocks of rooms for your guests, shuttle service, and hospitality areas for a welcome reception, post wedding brunch, or gift opening party.
- Ask hotel about hold policies, regarding maximums or minimums, and when they will be released if not reserved.
- Are there any special guests that you want to cover the costs of their hotel stay?
- Is there a fee for parking?
- Consider including some of your out-of-town guests in additional gatherings.
- If a formal reception, with planned seating arrangements, place guests in comfortable situations.
- Don't forget special arrangements, menus, or activities if children are attending.
- Consider additional options such as a photo booth, caricature artist, live entertainment, or other added fun to keep your guests entertained between the ceremony and reception.
- Consider "emergency essentials" baskets in reception restrooms for your guests' convenience.
- Be aware and attempt to accommodate those with special dietary needs.
- Hand written thank you notes following the wedding day are still proper etiquette and should be sent in a timely manner.

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.

It's Your Moment to Celebrate



For further information on wedding guest hotel accommodations contact Ally Krezinski at (608) 662-3659 or akrezinski@ncghotels.com. Visit us at ncghotels.com/weddings



CAMBRIA
Hotels & Suites

THOUGHTFUL, CONTEMPORARY, INTELLIGENT,

Stylish.



Welcome your guests in style with Cambria Hotels & Suites!

- Stylish, upscale affordable accommodations
- Oversized suites
- Full service bar, gourmet bistro and 24/7 sundry shop
- Barista coffee bar
- Refrigerator, microwave, and Keurig coffee service in each suite
- Indoor pool and spa
- Close to the airport, for the convenience of your guests
- Complimentary upgrade for the bride and groom - Ask for details
- **Choice Privileges®**



5045 Eastpark Blvd. • Madison, WI 53718 • 608.241.7070 WWW.CAMBRIASUITES.COM

★ **MAGNUSON**
HOTELS

*You're always the
star with us!*

RECEPTIONS | REHEARSAL DINNERS | PARTIES | SHOWERS

- Shuttle Service
- Free Wireless Internet
- Ask About Our Free Bridal Suite & Free Gift Opening Room
- Complimentary Hot Breakfast
- Pool, Whirlpool, & Fitness Center
- Whirlpool Suites Available



Under New Management, Newly Renovated



Conveniently located off I90 and Hwy 12 & 18 East at Exit 142B

608.224.1500 | MadisonGrandHotel.com | 3510 Millpond Road, Madison, WI