

the ultimate guide to TERMINOLOGY

AMUSE - BOUCHE

Amuse-Bouche is French for "mouth amuser." It is a small, single-bite canape often served on a spoon at the beginning of a meal. Chef's often use it as a way to show-off their culinary prowess or to slow down service.

BASE PLATE OR CHARGER PLATE

Also called a chop plate, these pre-set decorative plates range in size from 11" to 14" and are used as a base for the soup or salad plate. After that course, both plates are removed. Food is never placed directly on charger.

BEO

BEO is an abbreviation for Banquet Event Order. This is a detailed report typically provided by your caterer or venue. The BEO outlines all the details of your menu, guest count, service timing, room set-up and costs. These orders can be as long as 20-pages in length depending on the size, scope and logistics of your event.

CAKE CUTTING FEE

This is a fee your venue or caterer may charge if you bring in your wedding cake from an outside bakery and covers their cost to cut, plate and serve the cake.

CANCELLATION INSURANCE

Cancellation insurance reimburses you for expenses related to your wedding if it has been cancelled or postponed. Please note that insurance companies now have policy exclusions for losses due to COVID. It is also important to consider that nearly all policies do not cover a change of heart. Some insurance companies do offer a separate policy for this situation but there are several exclusions so read the fine print carefully.

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COI

A Certificate of Insurance is often required by your venue to prove that you have liability insurance. Venues may require your vendors to provide a COI as well. Before, purchasing, check with your homeowner insurance provider as you may be protected under that policy.

CORKAGE FEE

This is a fee charged by your venue or caterer if you bring in your own alcohol.

COURTESY ROOM BLOCK VERSUS GUARANTEED BLOCK

A Courtesy Block is a set number of rooms held by a hotel for your wedding guests at a pre-determined price. There is no penalty if you do not need all the rooms. A Guaranteed Block requires you to pay for a percentage of rooms that are not reserved by your guests. Ninety percent is the typical guarantee so if you have 10 rooms with a 90% guarantee, guests must use 9 of the rooms. If only 8 rooms are needed, you will have to pay for the 9th room. During high-demand times, the hotel may only offer a Guaranteed Block so be careful that you fully understand the terms.

ESCORT CARD VS. PLACE CARD

Place cards are often confused with escort cards. Typically when you enter the reception there will be a table with individual cards printed with each guest's name and his or her table assignment. These are escort cards. Some of our clients choose to use a decorative board with names / table number listed alphabetically instead of cards. Place cards are found at the guest's table and indicate where they sit around the table. Place cards will also indicate a guest's entree selection such as beef or chicken. It's not uncommon for couples to forego place cards and allow guests to choose where they sit at their assigned table. If you do this, make sure you indicate the entree selection on their escort card. If you have an escort board you must have place cards or the wait staff will not know which entree the guest has pre-selected on their RSVP card.

FIRST LOOK / FIRST REVEAL

First look is an opportunity for the couple to see one another before the wedding ceremony and enjoy some alone time. Our team also leaves room in the day for a first reveal with parents, their bridal squad and a first reveal of their reception space.

G O B O

A gobo is a small circular disc made out of glass, metal or plastic that features a cut-out design. The disc is placed in a special light fixture to project the pattern. Couples sometimes have their wedding monogram projected on the dance floor.

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GOLDEN HOUR | BLUE HOUR

Our client timelines always indicate sunset as it's a prime time for your photographer to capture some beautiful wedding photos. Golden Hour is the time immediately before the sun sets and produces a nice warm glow. Blue Hour occurs right after the sun has dipped beyond the horizon and infuses the sky with indirect, beautiful blue light mixed with rays of pink, purple and red tones.

INTERMEZZO

An intermezzo is Italian for "interval." It is a course that is served immediately before the entree. It is a palate-cleansing course designed to prime the taste buds for the heavier meal. Typically the intermezzo is a small bowl of sorbet or other flavored ices. The combination of the sharp, crisp sorbet cuts through strong flavors or greasy food. Popular flavors are lemon, lime, grapefruit and cucumber.

KING'S TABLE / IMPERIAL TABLE

A King's Table is an 8 foot long table that is 48" wide. It is wider than a typical rectangular banquet table which is only 30" wide. A king table gives a grander feel and the extra width allows more space for centerpieces especially if charger plates are being utilized. Keep in mind that not all linen rental companies will offer tablecloths in this larger size. In Europe, they refer to these as Imperial tables and you will see several of them joined together to create one, long dramatic table.

OVERLAY / UNDERLAY

Overlays and underlays are tablecloths used in combination with one another to create layers and visual interest for your reception dining tables. The underlay is a full sized tablecloth that reaches to the ground. The overlay tops off the table and is typically smaller than the underlay so the fabric below peeks out. Some overlays made of a sheer fabric may fall all the way to the floor as the sheer fabric allows the colored cloth below to show through.

PINSPOT

This is a bright, pin-pointed spot light that allows you to highlight special elements at your wedding such as your wedding cake or table centerpieces. They are usually mounted on the ceiling with special brackets or mounted on tall stands placed inconspicuously at the edge of the room.

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STRIKE

An event strike is nothing like a worker's strike. It takes place after your last guests have departed and your vendor team comes in to take down decor and pack up their musical equipment.

UP-LIGHTING/ WALL WASHING

Special LED par can lights are placed along the perimeter of a room to wash the wall with color. An amber color produces a nice, warm diffused glow or you can program the lights with an endless array of options to add color to your space. When lighting a whole room, approximately 1 light per every 6-12 feet will create a beautiful affect. Keep in mind that color bouncing off the wall can change the colors of your linens and flowers. This is fine if that's your intention but if you don't want your pink linens to look purple, then consider using more neutral tones.

WEDDING COORDINATOR VERSUS VENUE COORDINATOR

We've had the pleasure of working with some of the best venue coordinators in the business and what makes them great is they focus on doing their job – which is taking care of their venue. Venue coordinators manage their staff, overseeing the kitchen, waitstaff, and meal service. Most will depart once the meal is complete and the dancing begins. Many venues, particularly in our California market, require couples to hire an outside wedding day coordinator so they can focus on getting their job done.

Our team will be with you throughout the entire day – even if that means the first hair and make-up call is at 7 am and the last dance doesn't end until 1 am. There is a great deal that takes place off-site during the wedding day; hours before you even arrive at the venue. We're with you every step of the way -- steaming a dress, sewing on a shirt button, coordinating a first look with the photographer or running to the drug store to get some special medication. (Your venue coordinator is not going to be able to leave her workplace to run an emergency errand for you.) At the end of the night, your personal items magically get to where they need to be so that you, your family and friends can truly enjoy the entire day without having to oversee a single detail.