



VESPERMAN
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VESPERMAN FARMS EMPLOYEES

Event Staff

Last Updated: May 2020

EVENT STAFF – TIMELINE

Day Before Event

- Set-up/Strikers: Complete set-up before 1 p.m. (2 people to set up tables, help with decorating, and clean venue)
- Wedding Day Coordinator: Arrive afternoon/evening to attend rehearsal and coordinate with couple (if necessary)
- Kitchen Assistants: Time variable (2 people to help with food preparation)

Day of Event

- Bartenders: Arrive 30 minutes before bar opens
- Kitchen Assistants: Arrive 3-4 hours before serving time for food preparation
- Front-of-House Staff: Arrive 30 minutes before serving time
- Tractor Driver: Arrive 1 hour before ride is scheduled
- Venue Coordinator: Arrival variable

Day After Event

- Set-up/Strikers: Complete decoration tear-down by 10 a.m. (strike remaining and clean up variable)