



# Wild Lillies EVENTS

Planning, Coordination & Décor

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## CORONAVIRUS WEDDING/EVENT POSTPONEMENT CHECKLIST

- Chat with Your Wedding/Event Planner**

Your planner should have information that would be able to help ease your mind and get you on the right track.
- Review all Your Contracts**

Look for postponement clauses, cancellation policies, and force majeure to see how to make the best decision.
- Be Flexible**

It is important to remember that your venue and wedding pros likely already have weddings and events booked for the following year. Maybe opt for a Monday, Friday, or Sunday wedding.
- Communicate with Your Wedding Pros & Venue**

You and/or your Planner will need to reach out to all hired vendors to see which dates they have available. Review all the dates and compare with the dates your venue gives you.
- Choose A New Date**

Select a new date that works for everyone as soon as possible. Make this decision sooner rather than later.
- Ask for Contract Addendum**

Secure the new date in writing. Make sure all parties sign.
- Select New Wedding Pros (If Applicable)**

If a few of them were unable to accommodate your new wedding date you and your planner can work together in finding the right pros.
- Inform your Guests of the New Date**

You can update your wedding website with this information. You can also resend wedding invitations. Make sure you contact each guest.
- Continue Planning**

It should be smooth sailing from here since the hard part is over. Trust in your planner because they want the best for you!