



# Runsheet

Everything must work as per schedule

Time	Schedule + Notes	Vendor/Supplier	Location + Coordinator
05:00	<u>Venue Setup</u>  <i>All furniture, catering, lighting, generator and sound to be fitted</i>  <i>Start for decor set up haldi</i>	<b>ALL VENDORS</b>	Villa All Areas
07:00	<u>Sound Check</u>  <i>Soundsystem , start generator and set up installed</i>	<b>Soundsystem Generator</b>	Villa All Areas
08:00	<u>Photography Starts</u>  <i>( 12 hours package)</i>  <i>Start shoot of bride and groom</i>	<b>Photo Video</b>	Villa All Areas

08:15	<u>Guests arrive at Venue</u>  <i>Guests arrive and ushered to Haldi area by MC</i>	<b>MC</b>	Villa All Areas
08:15	<u>Haldi Starts</u>  <i>08:15 – 10:15 haldi end</i>  <i>MC lead guest to haldi area and</i>  <i>After that guest hold bubble maker 4 pcs</i>  <i>Spotify list on Operator Soundystem</i> <i>Song List :</i> 1. <a href="https://open.spotify.com/track/6VBhH7CyP56BXjp8VsDFPZ?si=d74c1b7099dc4784">https://open.spotify.com/track/6VBhH7CyP56BXjp8VsDFPZ?si=d74c1b7099dc4784</a>	<b>MC Soundsystem</b>	Villa All Areas
10:15	<u>Games &amp; Breakfast</u>  <i>MC announcement for Games before Breakfast (in out left right and burst the balloon)</i> <i>Queens ready for Haldi Breakfast</i>	<b>MC Catering</b>	Villa All Areas

11:00	<p><b><u>Mehandi</u></b>  <i>MC ushered guest to Mehandi area</i></p> <ul style="list-style-type: none"> <li>- 2 Henna artist for bride (2 hours 30 minutes )</li> <li>- 1 Henna artist for guest until 15:00 pm ( 4 hours )</li> </ul> <p><i>Bride and Groom having Mehandi together Operator Soundsystem play :</i>  <a href="https://open.spotify.com/track/0GQngE2rOYvIKwEQjTAsP8?si=ba0df5ef78b64f5c">https://open.spotify.com/track/0GQngE2rOYvIKwEQjTAsP8?si=ba0df5ef78b64f5c</a></p>	<p><b>MC Mehandi Artist Soundsystem</b></p>	<p>Villa All Areas</p>
14:00 – 16:50	<p><b><u>Break Time</u></b>  <i>Following by Photographer and Videographer shoot palm tree session</i></p>	<p><b>MC Photo Video</b></p>	<p>Villa All Areas</p>
16:00	<p><b><u>Finish set up decor and lighting</u></b>  <i>All vendor has been finished set up sangeet night</i></p>	<p><b>Florist And Decor Lighting</b></p>	<p>Vills All Areas</p> <p>Wedding Manager on site to check</p>
17:00	<p><b><u>Sangeet Night</u></b>  <i>MC invite guests to sangeet area to take their seats</i></p>	<p><b>MC</b></p>	<p>Villa All Areas</p>

17:05	<u>Bride &amp; Groom Entrance</u>  <i>MC to announce arrival and invite guest to stand up</i>  <i>Entrance song on Spotify</i>  <i>Entrance song: TBC ?</i>	MC	Villa All Areas
17:10	<u>Mingle Time</u>  <i>Say thank you for all guest as appreciated there present</i>	MC	Villa All Areas
17:15	<u>Games by MC</u>  Musical chair	MC	Villa All Areas
17:20 – 17:35	<u>Dance by Guest Perfomance from family</u>  <i>MC invites guest to dance floor for dance perform</i>	MC	Villa All Areas
17:40	<u>Games by MC</u>  Passing the parcel	MC	Villa All Areas

17:45	<u>1<sup>st</sup> Bollywood Performance</u>  <i>MC announce guest to seat back</i>  <i>1<sup>st</sup> song to 3<sup>rd</sup> song perform dance</i>	MC	Villa All Area
18:00	<u>Dinner Starts &amp; DJ start</u>  <i>MC announces dinner starting</i>  <i>(DJ start 4 hours perform)</i>  <i>Buffet and beverages by Catering</i>	MC Catering DJ	Villa All Areas
18:05- 18:15	<u>2<sup>nd</sup> Last Performance</u>  <i>DJ stop for break ,</i> <i>MC invites invite dnce last perform</i> <ul style="list-style-type: none"> <li>- 4<sup>th</sup> song</li> <li>- 5<sup>th</sup> song special performance with Bride and Groom</li> </ul>	MC	Villa All Areas
18:15	<u>DJ</u>  <i>DJ continue for perform</i>	DJ	Villa All Areas

19:00-19:10	<u>Firedance</u> <i>4 Pax firedance , MC announce for special performance to guest and DJ stop</i>	<b>MC Entertainment</b>	Villa All Areas
20:00	<u>Photo and Video Finish</u>	<b>Photo and Video</b>	Villa All Areas
19:10-22:00	<u>DJ until curfew &amp; Event Finish</u> <i>DJ continue and Guest enjoy for party until 22:00 pm</i> <i>After 22:00 pm all vendor pack down and clear up area make sure no rubbish left</i>	<b>DJ ALL Vendor</b>	Villa All Areas

**Runsheet – April 24, 2025**

Time	Schedule + Notes	V
11:00	<u>Venue Setup</u>  <i>All furniture, catering, generator installed and sound start loading, decoration start set up for ceremony</i>	A
12:30	<u>Hair and Make up</u>  <i>1x Bride 1x Bridesmaid</i>	M F
14:00	<u>Sound Check</u>  <i>Soundsystem , generator installed, Violin</i>	S V
14:30	<u>Photography Starts</u>  <i>Start with shoot of bride and groom Take photo of wedding couple outfit and accessories, and shoot area</i>	F

17:00	<u>Early Dinner</u>  <i>Queens ready for early dinner</i>	Q
16:00-17:30	<u>Wedding Ceremony &amp; Violin Start 1<sup>st</sup> perform</u>  <i>Pandit Krisna ready for wedding ceremony &amp; MC invites guest to ceremony area</i>  <i>When Guest sitting : Theme by Violin</i>  <i>Entrance song for Groom: Tenu Leke by violin</i>	M P D V



	<i>Entrance song for Bride (play by spotify )</i>
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LUX NEPALI DESTINATION WEDDING

	<p><i>Exchange Garland : <b>Ranjha song by violin</b></i></p> <p><i>After Bride Entrance : <b>Din sagna da &amp; thinking out loud by violin</b></i></p> <p><b><i>Note: Dry ice using for Bride walks to mandap stage.</i></b></p>	
17:35	<p><u>Balloon released by guest</u></p> <p><i>MC Invites guest to hold ballon helium and some other flower petals</i></p> <p><i>Balloon released when bride and groom walk back down the aisle after wedding finish ( 20 pcs white + 10 pcs soft pink)</i></p> <p><i>Song walk down for aisle : <a href="https://open.spotify.com/track/7eKbxMKiddxjbylev5F3nZ?si=6B50NYG5Qc-eCt6yKS74JA">https://open.spotify.com/track/7eKbxMKiddxjbylev5F3nZ?si=6B50NYG5Qc-eCt6yKS74JA</a></i></p> <p><b><i>Note: Dry ice for Bride &amp; Groom walk down the aisle</i></b></p>	M H D
18:00	<p><u>Photo tour</u></p> <p><i>Bride &amp; Groom photo tour around villa with photographer and videographer</i></p>	P

18:30	<u>End of Photo Tour</u>  <i>Bride and Groom back to cool down before re-entry</i>  <i>Mc invites guest to dinner area to take their seats.</i>	M
19:05	<u>Bride &amp; Groom Entrance &amp; Violin 2<sup>nd</sup> set session</u>  <i>MC makes announcement for welcoming Bride and Groom</i>  <i>Bride &amp; Groom Entrance song following by violin : A Thousand Years</i>  <i>Violin start perform last session</i> <i>(45 minutes) with mingles style to guest</i>	M V
19:10	<u>Dinner Start</u>  <i>Dinner food ready for stall open by Queens Caterer</i>	M C
20:00	<u>Violin finish</u>  <i>End of shift Violin</i> <i>Spotify list on when violin end of shift : <a href="https://open.spotify.com/playlist/5Pm00h9kW4ZxPm5nXuOR6R?si=cd943610ff2a4a2e">https://open.spotify.com/playlist/5Pm00h9kW4ZxPm5nXuOR6R?si=cd943610ff2a4a2e</a></i>	V S

20:30	<u>Photo and Video Finish</u> <i>End of shift photo and video 20:30pm</i>	P
21:00	<u>Event finish</u> <i>21:00 pm all vendor pack down and clear up area make sure no rubbish left</i>	A V

## Runsheet – April 25, 2025

Time	Schedule + Notes	Vendor/Supplier	Location + Coordinator
12:00	<u>Venue Setup</u>  <i>All furniture, catering, lighting, generator and sound start loading and start set up</i>	<b>ALL VENDORS</b>	Villa All Areas

12:30	<u>Hair and Make up</u>  <i>1x Bride</i> <i>1x Bridesmaid</i>	<b>Makeup Artist</b>	Villa All Areas
14:30	<u>Photography Starts</u>  <i>Start with shoot of bride, groom</i> <i>Take photo of wedding couple outfit and accessories and shoot area</i>	<b>Photo Video</b>	Villa All Areas
14:30	<u>Sound Check</u>  <i>Soundsystem installed</i>  <i>Band, saxophone sound check</i>	<b>Soundsystem</b> <b>Band</b> <b>Saxophone</b>	Villa All Areas
16:00	<u>Guest arrival</u>  <i>MC announce guest to have photo at photobox</i>  <i>And can fill the registration table area to paint tree</i>	<b>MC</b>	Villa All Areas

16:30	<u><b>Band Start</b></u> <i>Band start 1<sup>st</sup> set perform 60 minutes</i>	<b>Band</b>	Villa All Areas
17:30	<u><b>Saxophone Start for First Entrance</b></u> <i>Saxophone start 1<sup>st</sup> set 30 minutes</i> <i>MC Invites guest to make 2 line hold confetti and bubble maker, couple walk between line</i> <i>Bride and groom walks song following Saxophone : <b>Until I found you</b></i>	<b>MC Saxophone</b>	Villa All Areas
17:50	<u><b>Food Stall &amp; Mingle Time</b></u> <i>MC announce to guest dinner food ready for stall open by Queens</i> <i>Bride &amp; Groom mingle and Saxophone Perform song : <b>Resham Riri Nepalase Song</b></i>	<b>MC Catering Saxophone</b>	Villa All Areas
18:00- 18:30	<u><b>Cake Cutting &amp; Saxophone Last perform 2<sup>nd</sup> set</b></u> <i>Saxophone play last set perform 30 minutes</i> <i>MC invites B&amp;G to dancefloor for cake cutting , cake cutting song following by Saxophone: <b>Perfect</b></i> <b>4 Pyro standby (Pyro on after 40 second)</b>	<b>MC Saxophone Pyro</b>	Villa All Areas

18:30	<u>Band 2<sup>nd</sup> Set Last Performance</u>  <i>Guest continue Dinner</i>  <i>Band play last set perform 60 minutes and finish until 19:30</i>	<b>Band</b>	Villa All Areas
19:30- 20:15	<u>DJ Amanda &amp; Bollywood Singer</u>  <i>DJ Amanda &amp; Bollywood singer</i>  <i>Play 1<sup>st</sup> set 45 minutes</i>	<b>DJ</b>	Villa All Areas
20:15	<u>Second Entrance</u>  <i>MC invites B&amp;G to first dance</i>  <i>MC Invite announce guest to stand up around dance floor and everyone make circle , hold sparkle</i>  <i>Music Entrance :</i> <a href="https://open.spotify.com/track/7eQl3Yqv35ioqUfveKHitE?si=McKP7Q0qSF-dSQ03TQfs3Q">https://open.spotify.com/track/7eQl3Yqv35ioqUfveKHitE?si=McKP7Q0qSF-dSQ03TQfs3Q</a>	<b>MC Sparkle Firework</b>	Villa All Areas



	<p><b>1 minutes 22 seconds</b></p> <p><i>Firework turn on when Groom dip the bride</i></p>		
20:20	<p><u>Ice Cream Ring Bell</u></p> <p><i>MC announce for Ice cream cart</i></p> <p><b>1 staff from Canny ring the bell</b></p>	<b>MC Florist</b>	Villa All Areas
20:20 -21:50	<p><u>DJ Amanda</u></p> <p><i>DJ Amanda perform 2<sup>nd</sup>, 3<sup>rd</sup> set (90 minutes) until 21:50 pm finish play and continue to spotify</i></p>	<b>DJ</b>	Villa All Areas
20:30	<p><u>Photo and Video Finish</u></p> <p><i>End of shift</i></p>	<b>Photo and Video</b>	Villa All Area
21:50- 22:00	<p><u>Party until curfew</u></p> <p><i>Spotify list on : <a href="https://open.spotify.com/playlist/5Pm00h9kW4ZxPm5nXuOR6R?si=cd943610ff2a4a2e">https://open.spotify.com/playlist/5Pm00h9kW4ZxPm5nXuOR6R?si=cd943610ff2a4a2e</a></i></p>	<b>Soundsystem</b>	Villa All Area

22:00	<u>Event finish</u>  <i>Pack down and clear up area make sure no rubbish left</i>	<b>ALL Vendor and Wedding Team</b>	Villa All Area
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