

# Wedding-Venue Tour Checklist

What to look at, ask, and photograph on every venue tour — so you compare fairly.

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## Before you go

- Confirm your rough date, guest count, and budget range
- Bring this checklist and a way to take photos and notes
- Ask who you'll work with on the day of the wedding

## The space

- Does the ceremony and reception space fit your guest count comfortably?
- Is there a real indoor backup if weather turns?
- Is the space accessible for older guests and wheelchairs?
- Where do guests park, and is it free?
- What time can vendors arrive to set up, and when must everyone be out?

## The money

- What is the site fee, and what exactly does it include?
- Is there a food-and-beverage minimum? How is it calculated?
- What is the per-guest price, and what's the service charge on top?
- How much is the deposit, and is it refundable?
- What does overtime cost per hour?

## Food, drink & vendors

- In-house catering only, a preferred list, or can you bring your own (and is there a fee)?
- How does bar service work — open, consumption, or BYO with corkage?
- Are there vendor restrictions or insurance requirements?

## Before you sign

- Get the price, your date, and all terms in writing
- Read the cancellation and rescheduling clauses
- Confirm what happens if the venue changes hands or closes

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Vowfield is a free matching service, not a wedding venue, caterer, or wedding planner. Costs vary by date, season, city, guest count, and what's included; ranges are examples, not quotes. Always tour the venue and read the full contract before you pay a deposit.  
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