



# WEDDING PLANNING GUIDE & VENUE OVERVIEW





# Welcome!

---

This guide is designed to help you understand the venue, visualise the different spaces, and feel confident while completing your Wedding Planning & Event Details document.

It is a reference document. All final selections and confirmations are made in the Wedding Planning & Event Details document.



# How These Two Documents Work Together?

---

You will receive two documents:

## **1. Wedding Planning Guide & Venue Overview**

- Provides a visual and structural overview of the venue
- Includes photos of ceremony, reception, and event spaces
- Explains how the day typically flows

## **2. Wedding Planning & Event Details (editable document)**

- This is where all selections are made
- Menu choices, quantities, timings, and details are confirmed here
- This document is used for internal coordination across our kitchen, bar, and event teams

We recommend reviewing this guide first, then completing the planning document at your own pace.

# Venue Areas Overview

## Courtyard



### **SUITABLE FOR:**

- Guest arrival & pre-ceremony drinks
- Ceremony

### **KEY DETAILS:**

- Up to 80 seated
- Enclosed stone courtyard
- Closest to main entrance
- Outdoor setting



### **ATMOSPHERE:**

Architectural stone courtyard offering a contained and focused setting for arrivals and ceremonies.



### **LAYOUT NOTES:**

Best suited for aisle-style ceremony setup.

# Venue Areas Overview

## Garden Area



### **SUITABLE FOR:**

- Ceremony
- Welcome drinks
- Dinner

### **KEY DETAILS:**

- Primary dinner location
- Divided into Seaview and Inner Garden zones
- Multiple layout configurations available
- Outdoor setting

### **ZONING OVERVIEW**

The Garden Area is divided into two distinct zones:

#### **Seaview Zone**

Positioned along the outer edge with direct sea orientation. Best suited for long table layouts and uninterrupted visual impact.

#### **Inner Garden Zone**

Located within the pine garden area.

Offers greater flexibility in table configuration and guest flow.

# Garden Area

---

## Layout Options

### SEAVIEW

---

- Long tables only
- Recommended for up to 90 guests
- Linear layout aligned with sea view
- Strong visual symmetry



Best suited for:

- Structured seated dinner
- Clear guest sightlines
- Defined head table positioning



# Garden Area

---

## Layout Options

### INNER GARDEN

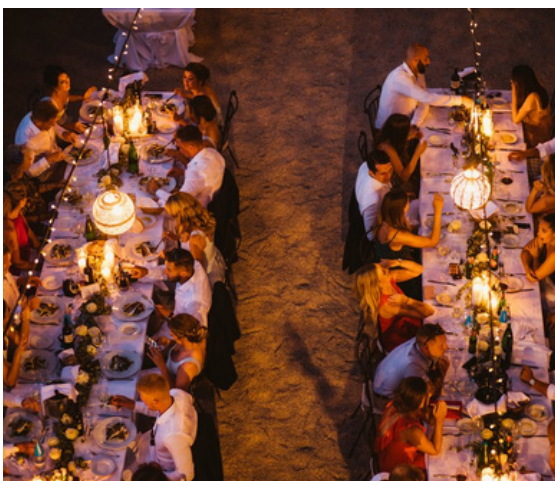
---

- Long tables or round tables available
- Greater layout flexibility
- Allows mixed table sizing
- Easier accommodation of larger guest counts



Best suited for:

- 120+ guests
- Round table format
- Zoning between dining and bar areas



# Venue Areas Overview

## Rooftop Terrace



### **SUITABLE FOR:**

- Ceremony (extra charge)
- Welcome drinks

### **KEY DETAILS:**

- Elevated outdoor terrace
- Panoramic Adriatic views
- Sunset-facing orientation
- Limited seated capacity

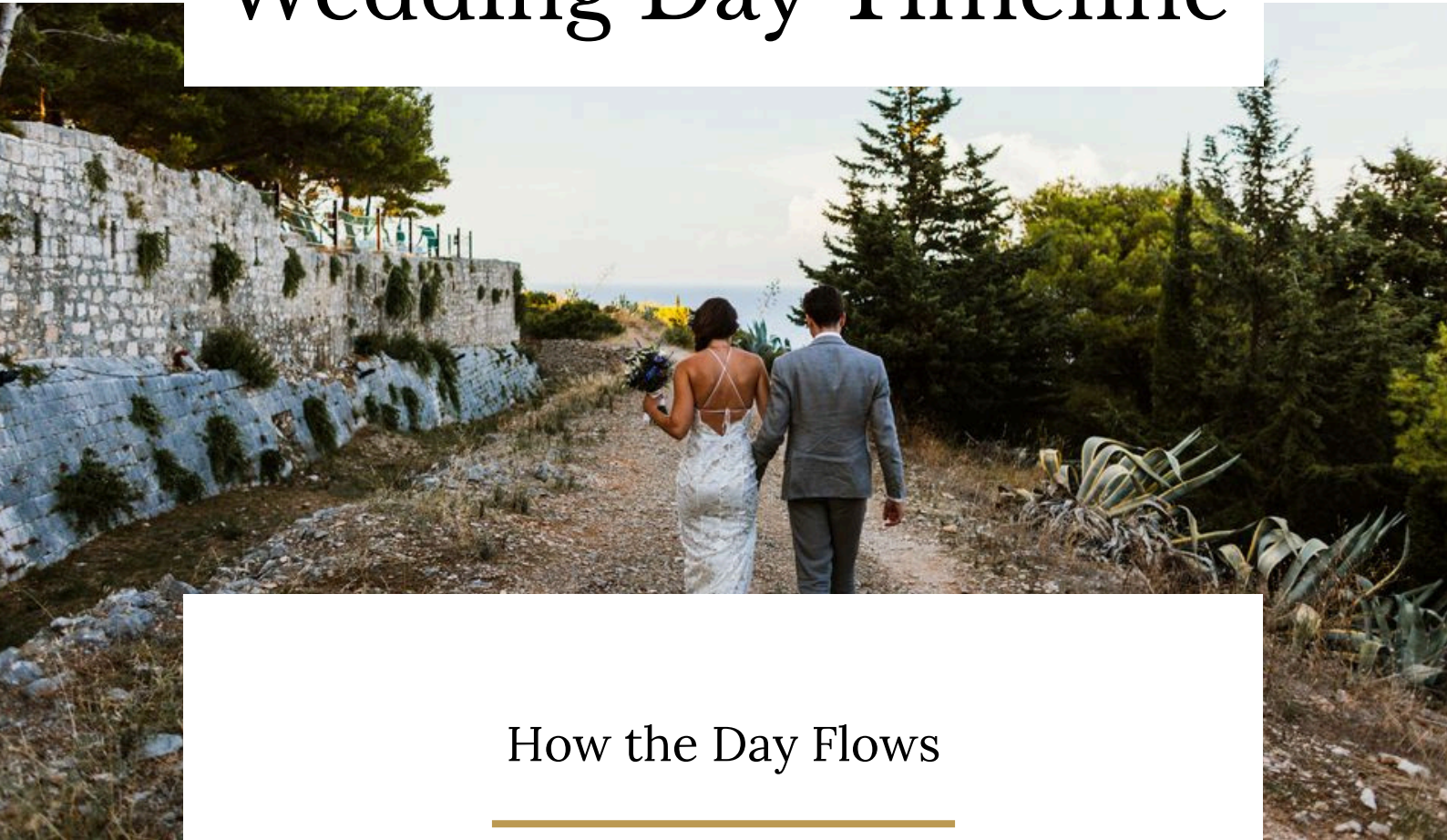
### **ATMOSPHERE:**

- Open, elevated space with uninterrupted sea views and strong visual impact.
- Particularly effective for transitional moments and sunset-focused gatherings.

### **LAYOUT NOTES:**

- Best suited for standing receptions or intimate ceremony layouts.

# Wedding Day Timeline



## How the Day Flows

---


The day is structured in clear phases:

- Guest arrival & pre-ceremony refreshments
- Ceremony
- Welcome drinks
- Dinner
- First dance & party
- Late night snack

Each section in the planning document corresponds to one phase of the day.



# Food and Drinks



## How to Choose

---

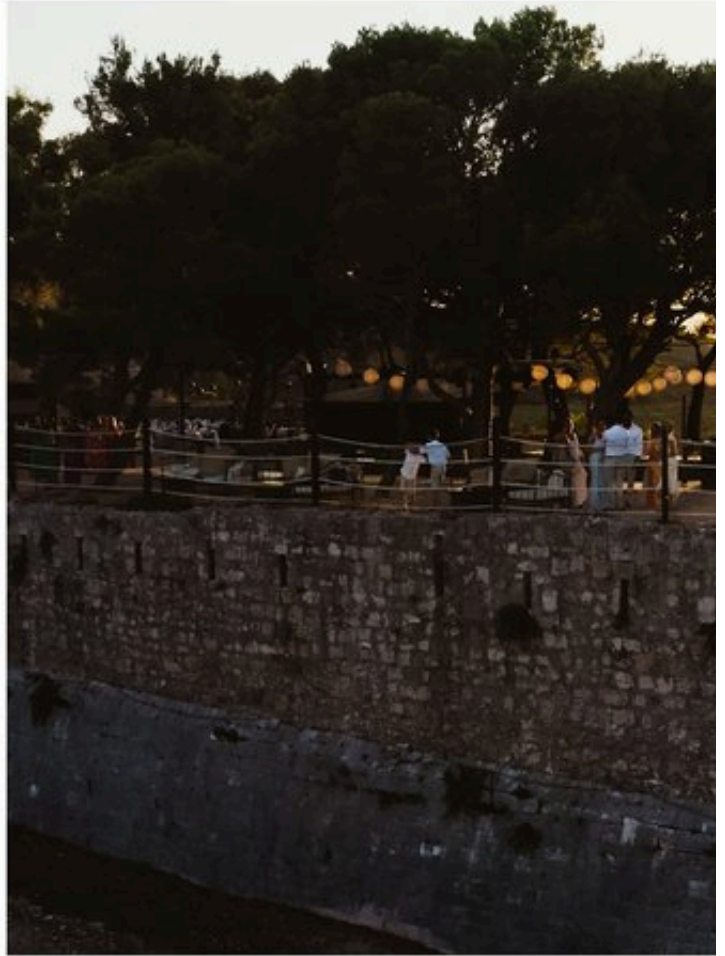
### **Menu selections**

- For each course, you may select a maximum of two options, plus vegetarian or vegan options
- Children's meals are selected separately
- Vendors will be served the same meal as guests, at a 50% discounted rate
- Please add quantities next to each chosen option

### **Quantities**

- Quantities should reflect your expected guest numbers
- Vegetarian/vegan, kids, and vendor quantities should be listed separately
- If you are unsure, quantities can be updated later





# Final Questions and Deadlines

---

## **Important:**

All final guest numbers, menu selections, and quantities must be confirmed no later than 30 days prior to the event date.



## From Planning to PDF

---

Once planning is complete:

1. The editable planning document will be reviewed together
2. Final details will be confirmed
3. A PDF version will be created for final confirmation and internal coordination

This PDF will be used by our event, kitchen, and service teams on the day of your wedding.



## NEED HELP?

If you have questions while reviewing this guide or completing the planning document, please contact us.

We are here to support you and look forward to celebrating your special day with you.



Phone: +385 (0) 91 265 6041

E-mail: [info@fortgeorgecroatia.com](mailto:info@fortgeorgecroatia.com)

[www.fortgeorgecroatia.com](http://www.fortgeorgecroatia.com)

---