

Wedding Venue Checklist

Everything you need to check before your first dance.

The venue plays a key role in your first dance. Use this checklist to ensure the space is ready for a comfortable, confident and memorable performance.

Dance Floor

- Dance floor size
- Dance floor shape
- Floor material (wood, vinyl, carpet, stone)
- Clean and free from obstacles
- Try it with your wedding shoes on (both groom and bride!)
- Enough space for your choreography

Entrances & Exits

- Where will you enter?
- Where will your dance begin?
- Where will your final pose finish?
- Where will guests join the dance floor afterwards?

Lighting

- Dance floor lighting discussed
- Spotlight required?
- House lights adjusted if needed
- Any special lighting effects confirmed

Music

- DJ or band has the correct version
- Music has been tested
- Backup copy available
- Sound system checked
- Volume confirmed



Final Preparation:

If possible, arrange a short rehearsal at your venue. Walk through your entrance, dance and final pose. Take a moment to enjoy the room before your guests arrive—it helps settle the nerves and makes your first dance feel even more special.

Room Layout

- Position of the top table
- Guest seating arrangement
- Clear viewing area
- Enough space around the dance floor
- Easy access for your entrance and exit

My Venue Layout

Sketch your room layout here. Mark the dance floor, top table, guest seating and your entrance to help visualise your first dance.

Dance Floor	_____
Tables	_____
Entrance	_____
Final Pose	_____
DJ/Band	_____

See you on the dance floor!