

## **FLOOR PLAN/TABLE SETTINGS and PLACE CARD INSTRUCTIONS:**

Wedding Date:

Bride Name:

Groom Name:

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Guest tables are designed to comfortably accommodate maximum seating for 10 guests.  
Please assign a minimum of 8 guests to each table.

IMPORTANT NOTE: It is much wiser to seat 10 guests at as many guest tables as possible. Using fewer guest tables, allows for greater freedom of movement throughout the dining room.

**\*Please click each table icon to enter guests names and the total number of guests assigned to each individual table, including the Head Table.**

As you assign guests to a table, we recommend that you fill out their place cards at the same time.

If you are offering a choice of meals, please indicate that choice on the back of the place cards (your guests may forget their selection on the day of your reception).

Please note that all vendors (disc jockeys, photographers, bands, etc.) should be seated in the dining room together with your guests, either at one table, or mixed in with your guests.

Place cards should also be filled out for all members of your wedding party, to be seated at the head table.

Once you have completed all table assignments, guest count totals and place cards, file all place cards in alphabetical order. Do not alphabetize each table separately!

The entire guest list (with the exception of the head table) should be alphabetized into one group.

SUGGESTION: If you do not need to use all tables represented on your selected floor plan, please eliminate one table at a time from each row, starting with the row furthest away from the head table.

NOTE: It will not be necessary to re-number the tables even though some table numbers are eliminated.

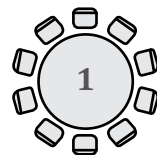
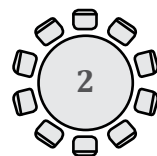
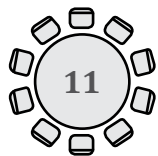
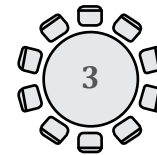
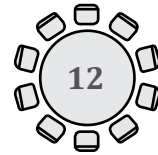
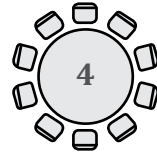
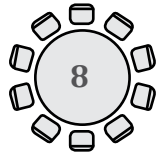
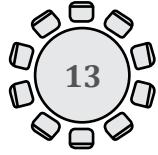
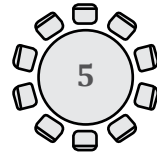
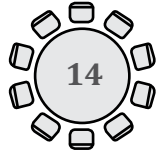
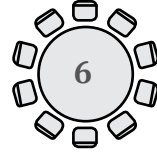
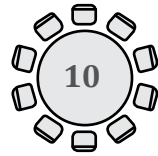
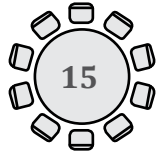
**\*When you are ready to send in your floor plan information, please double-check your entered information and click save. Once saved, please attach the completed and saved PDF file to an email to us at: [info@ihweddings.com](mailto:info@ihweddings.com)**



**STAGE**

Max. Seating: 174  
Max. Head Table: 24

**DANCE FLOOR**



**FIREPLACE**

**HEAD TABLE**

Seats 1 - 24

Please Enter Guest Names for Each Seat, and the Guest Seat Count Total (below).

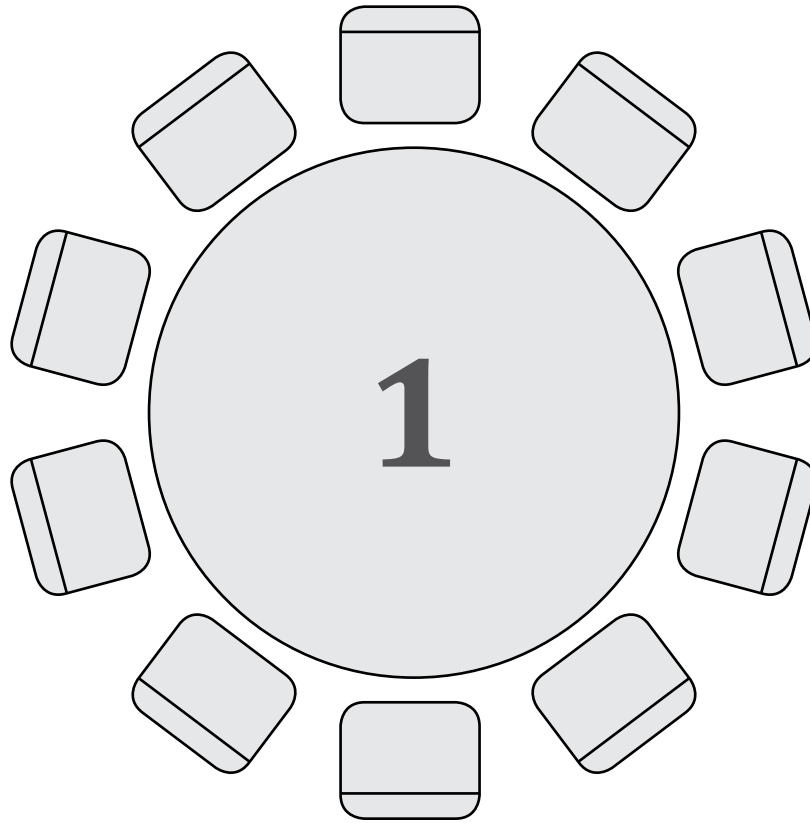
<input type="checkbox"/>	Seat 1	<b>HEAD TABLE</b>	→ facing towards room
<input type="checkbox"/>	Seat 2		
<input type="checkbox"/>	Seat 3		
<input type="checkbox"/>	Seat 4		
<input type="checkbox"/>	Seat 5		
<input type="checkbox"/>	Seat 6		
<input type="checkbox"/>	Seat 7		
<input type="checkbox"/>	Seat 8		
<input type="checkbox"/>	Seat 9		
<input type="checkbox"/>	Seat 10		
<input type="checkbox"/>	Seat 11		
<input type="checkbox"/>	Seat 12		
<input type="checkbox"/>	Seat 13		
<input type="checkbox"/>	Seat 14		
<input type="checkbox"/>	Seat 15		
<input type="checkbox"/>	Seat 16		
<input type="checkbox"/>	Seat 17		
<input type="checkbox"/>	Seat 18		
<input type="checkbox"/>	Seat 19		
<input type="checkbox"/>	Seat 20		
<input type="checkbox"/>	Seat 21		
<input type="checkbox"/>	Seat 22		
<input type="checkbox"/>	Seat 23		
<input type="checkbox"/>	Seat 24		

Please Enter Total Count  
for the Head Table.

Seats 1 - 24 Total

**Table One**

Seats 1 - 10



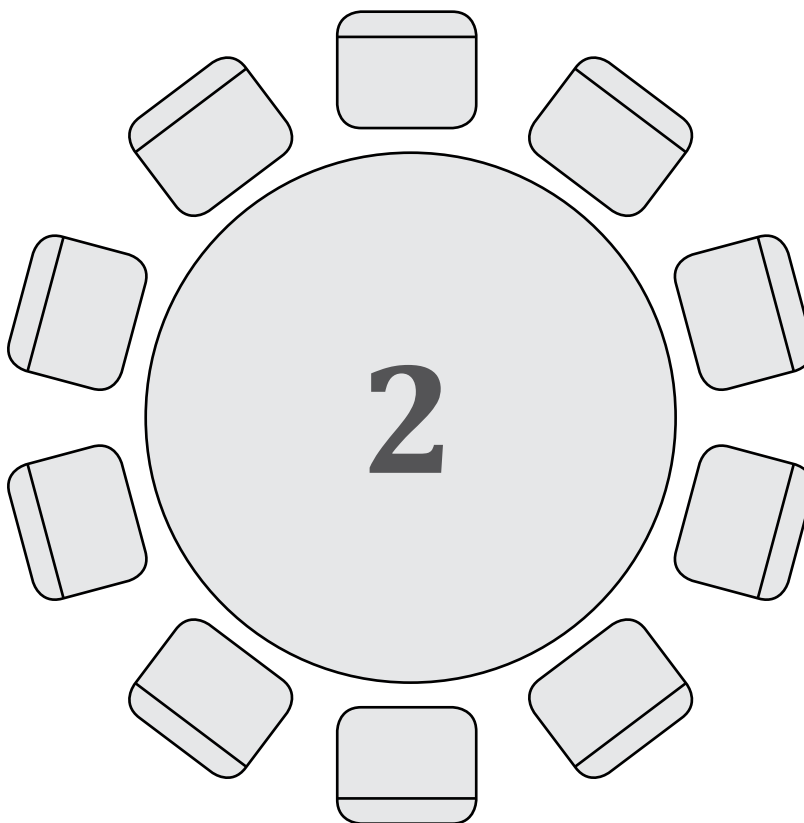
Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table One below.**

Seats 1 - 10 Total

**Table Two**  
Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

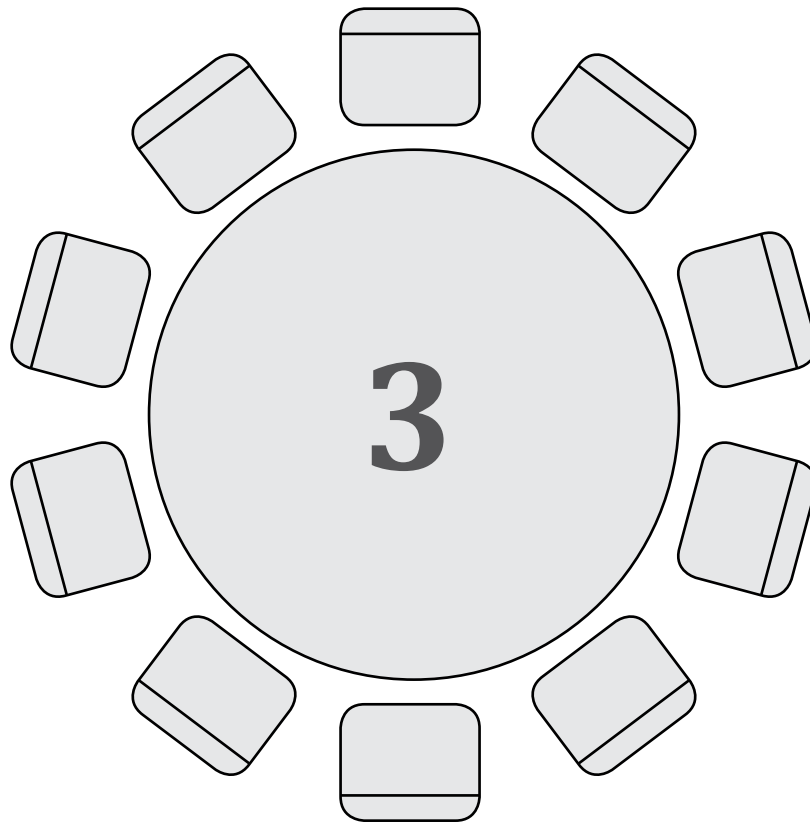
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Two below.**

Seats 1 - 10 Total

**Table Three**

Seats 1 - 10



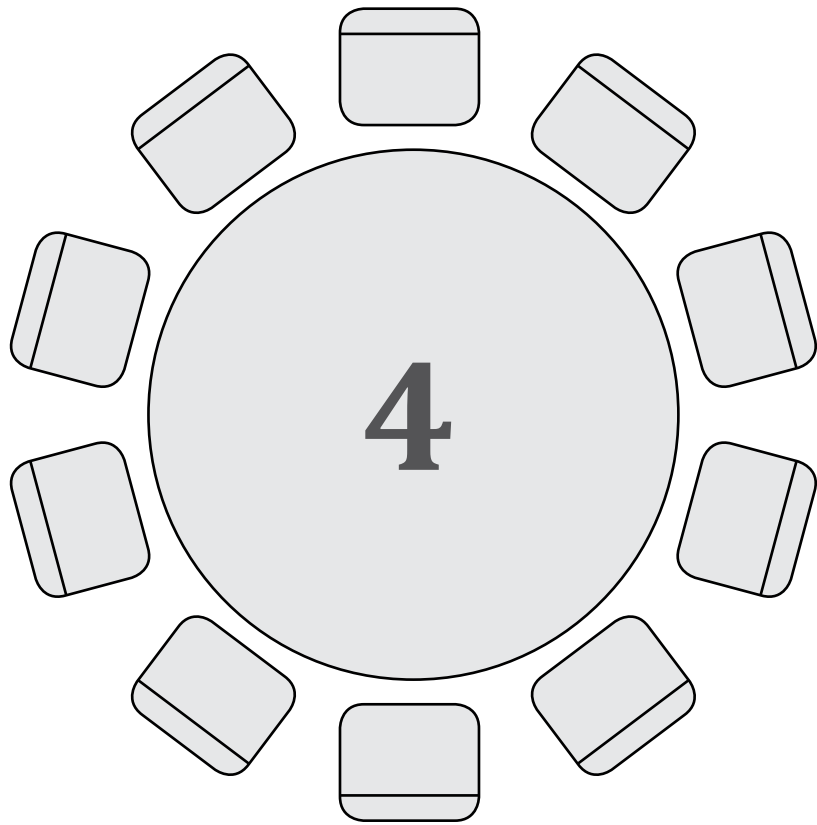
Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Three below.**

Seats 1 - 10 Total

**Table Four**  
Seats 1 - 10



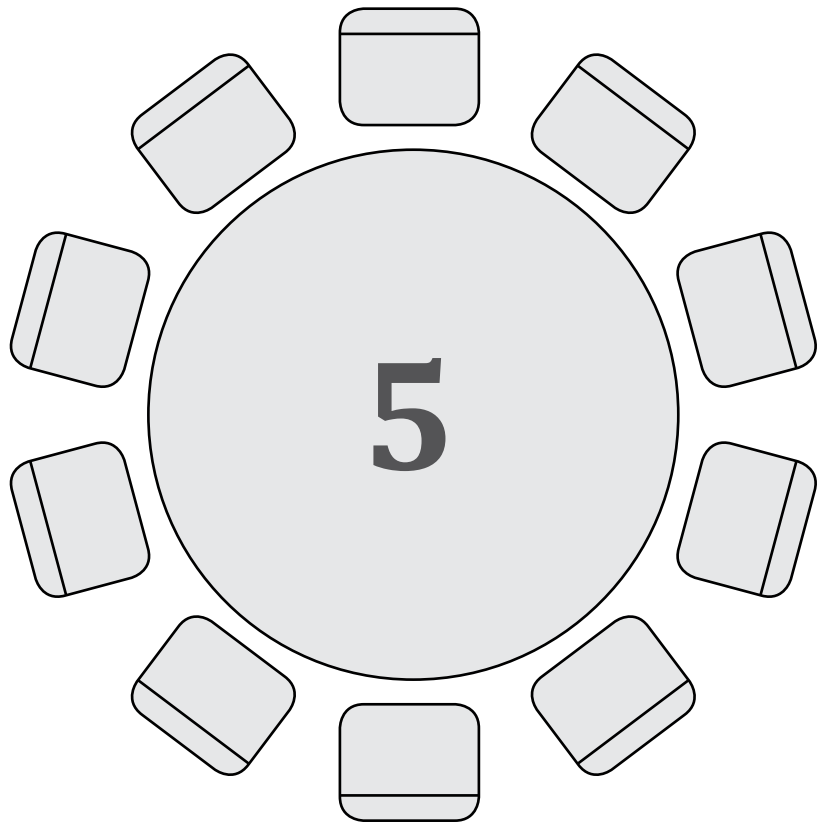
Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Four below.**

Seats 1 - 10 Total

**Table Five**  
Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

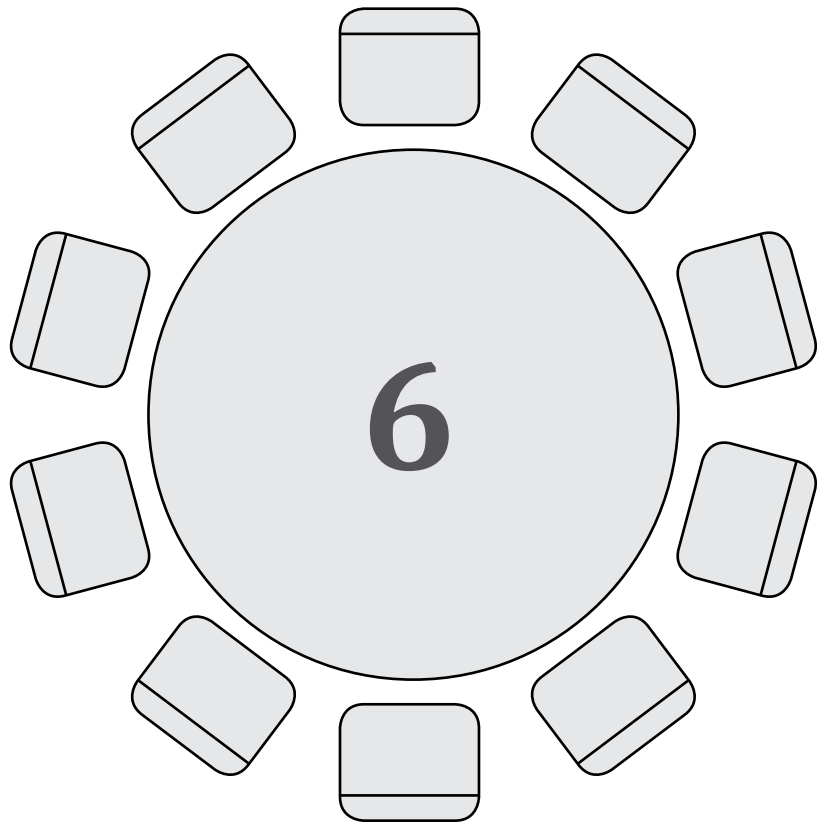
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Five below.**

Seats 1 - 10 Total



**Table Six**  
Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

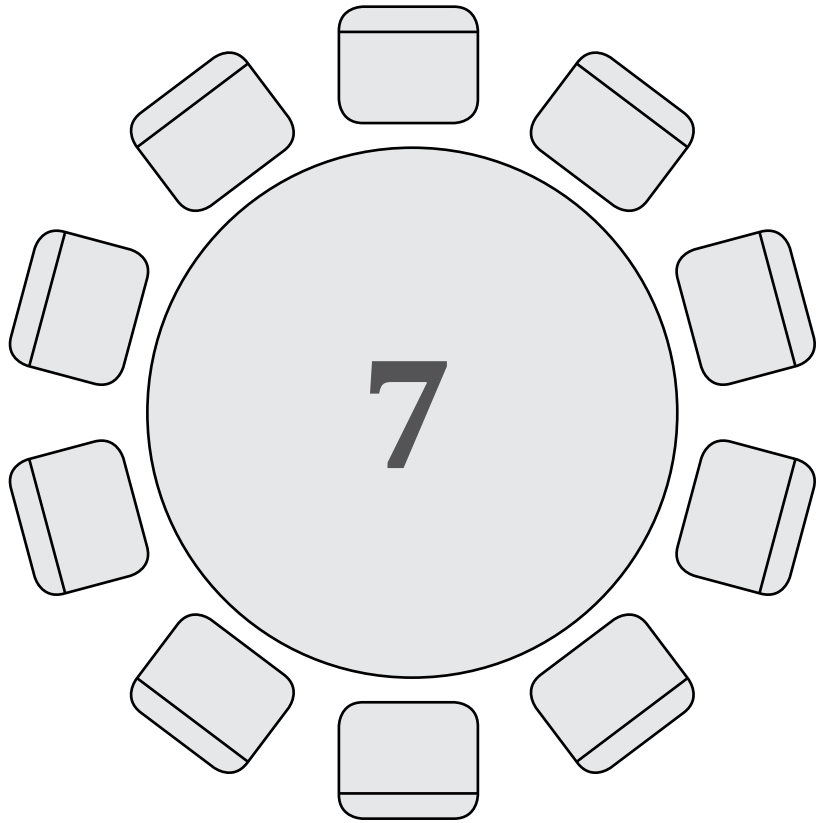
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Six below.**

Seats 1 - 10 Total

**Table Seven**

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

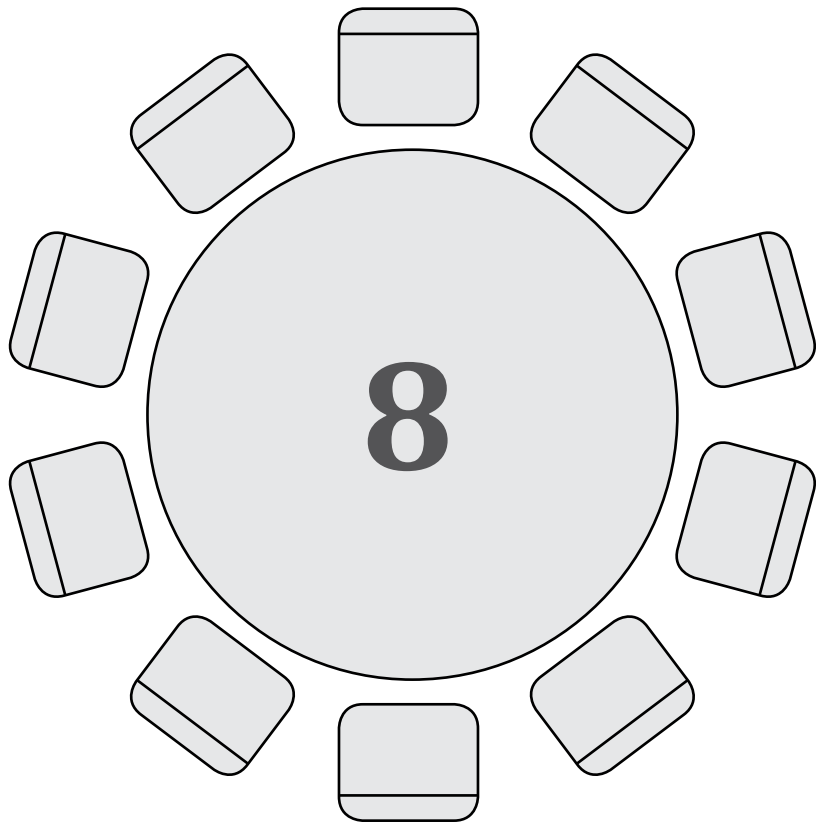
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Seven below.**

Seats 1 - 10 Total

### Table Eight

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

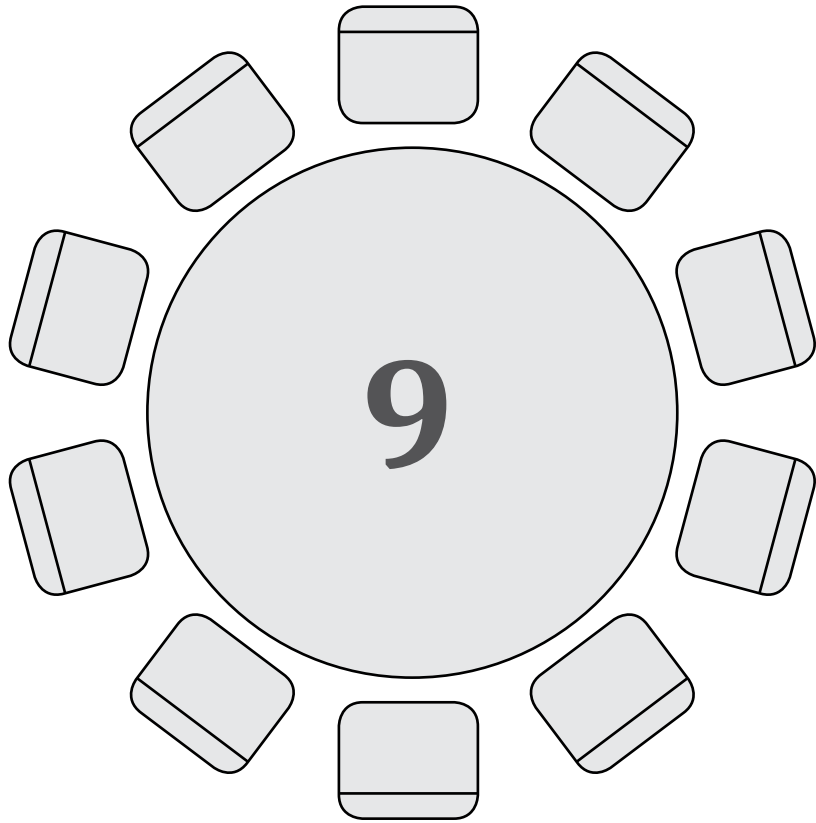
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

Please Enter Total Count  
for Table Eight below.

Seats 1 - 10 Total

**Table Nine**

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

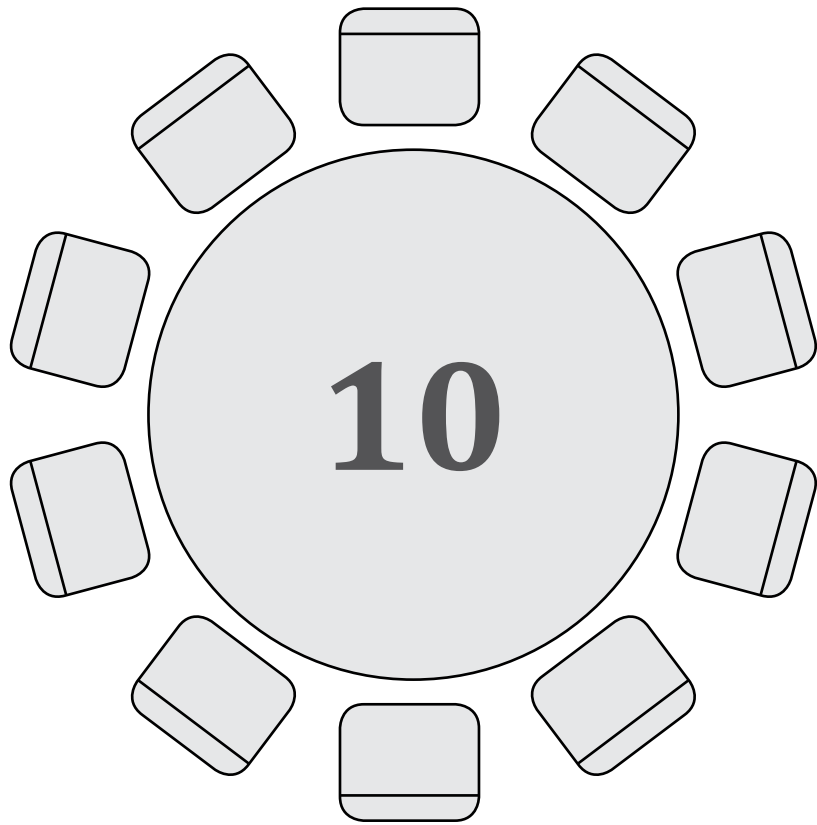
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Nine below.**

Seats 1 - 10 Total

**Table Ten**

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

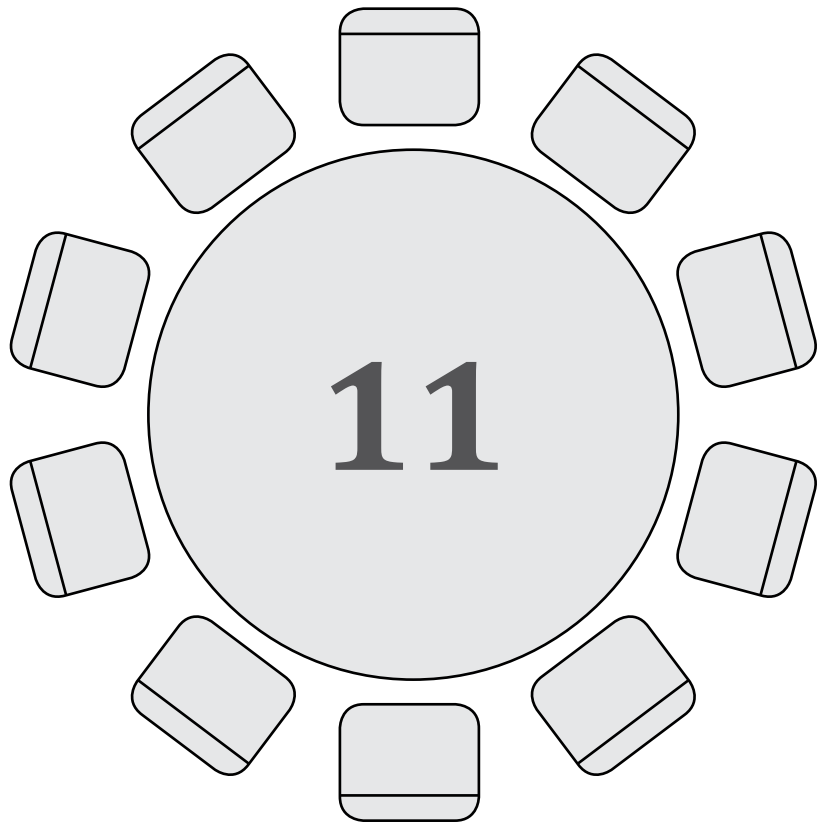
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Ten below.**

Seats 1 - 10 Total

**Table Eleven**

Seats 1 - 10



**Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.**

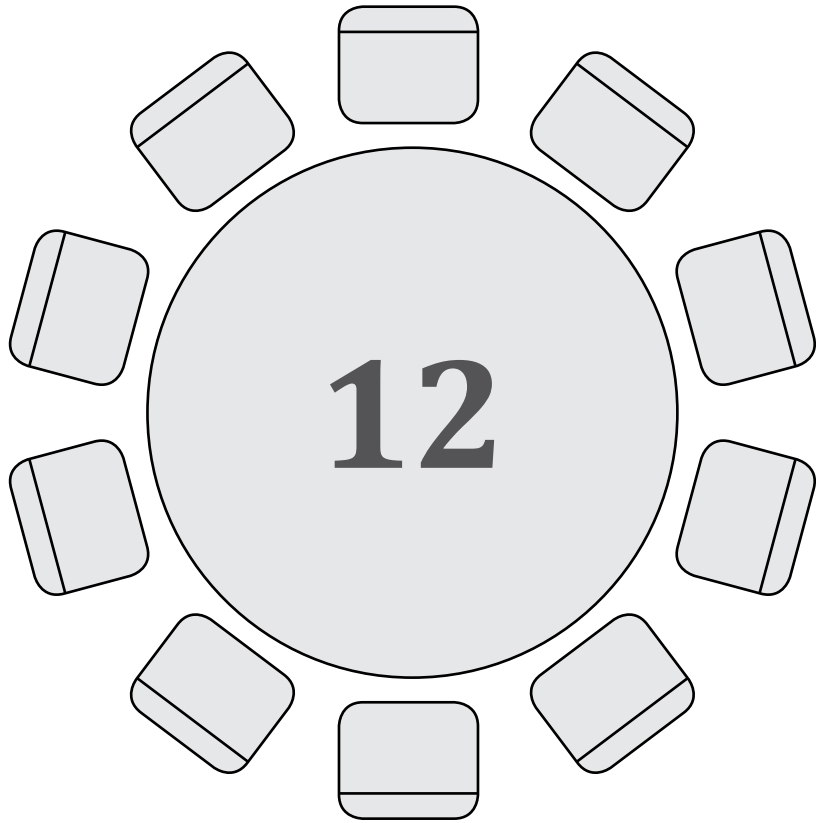
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Eleven below.**

Seats 1 - 10 Total

## Table Twelve

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

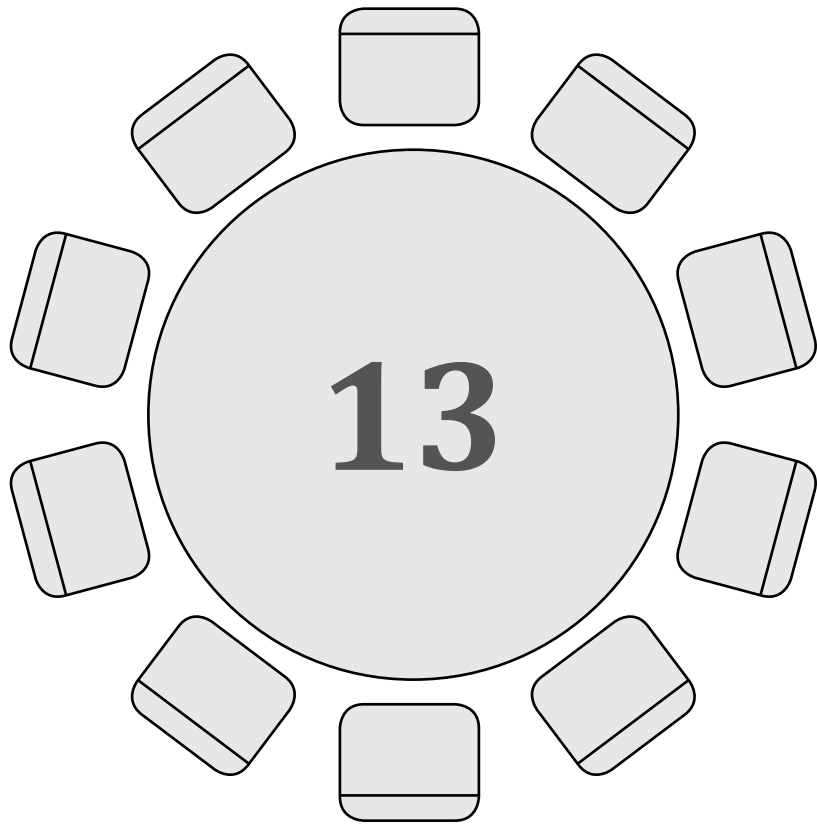
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

Please Enter Total Count  
for Table Twelve below.

Seats 1 - 10 Total

**Table Thirteen**

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

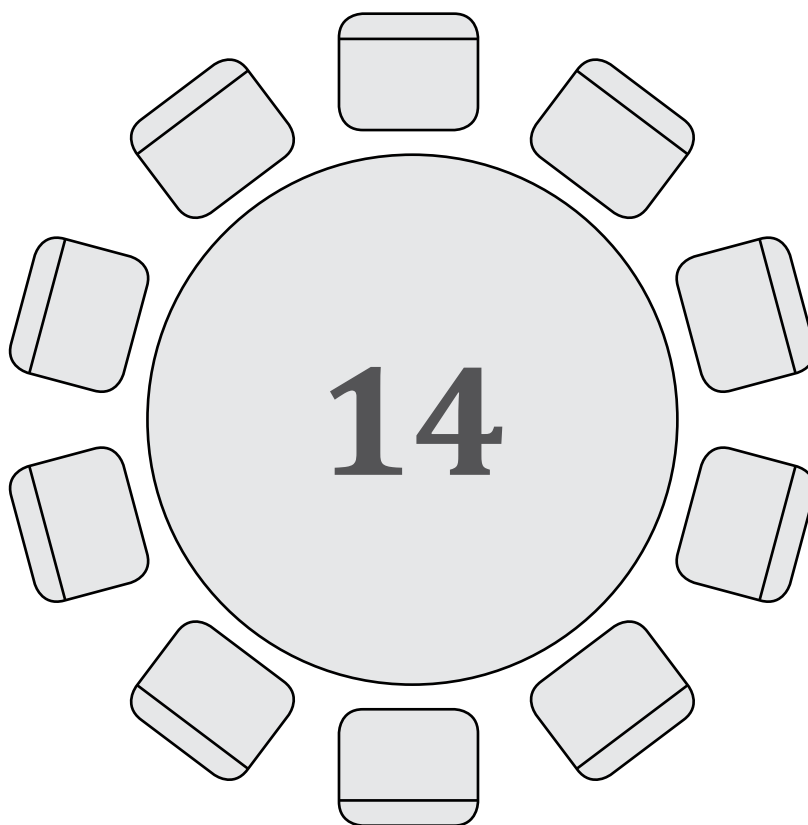
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Thirteen below.**

Seats 1 - 10 Total



**Table Fourteen**  
Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

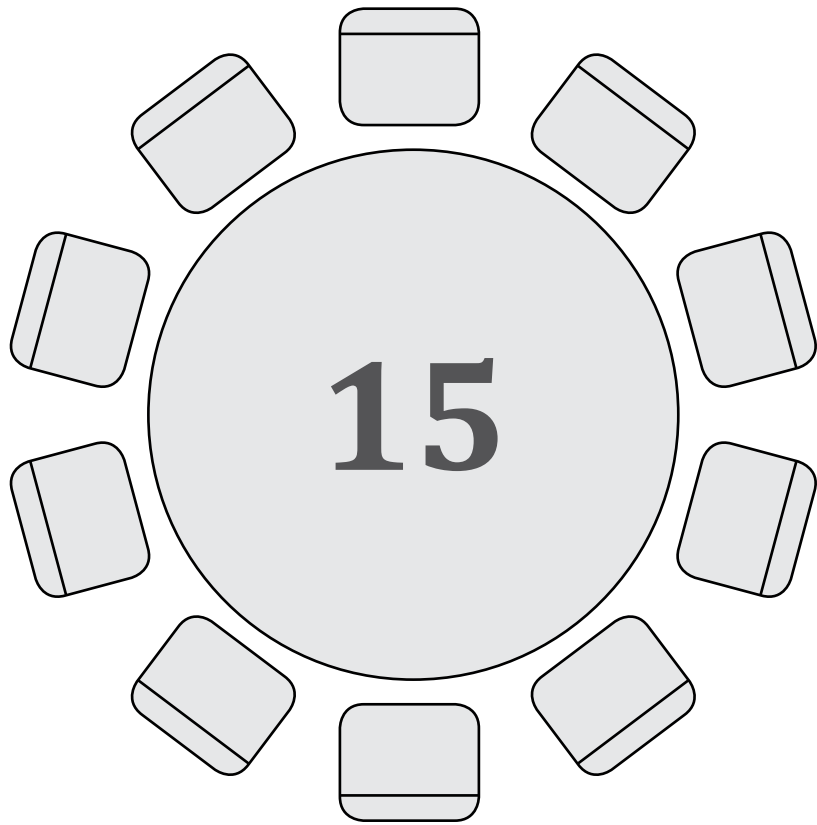
- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

Please Enter Total Count  
for Table Fourteen below.

Seats 1 - 10 Total

**Table Fifteen**

Seats 1 - 10



Please Enter Guest Names for Each Seat (above or below), and the Guest Seat Count Total.

- Seat 1
- Seat 2
- Seat 3
- Seat 4
- Seat 5
- Seat 6
- Seat 7
- Seat 8
- Seat 9
- Seat 10

**Please Enter Total Count  
for Table Fifteen below.**

Seats 1 - 10 Total