

DETAILED ITINERARY

Your Name: _____

Event: _____ Date of Event: _____

Please print and fax this file to **713-893-0208**

① Arrive at (place): _____ Time: _____ A.M. / P.M.

Address: _____

Phone number of this location: _____

Key Map Page & Square: _____

Leave for ② at (time): _____ A.M. / P.M.

Directions and special instructions: _____

② Arrive at (place): _____ Time: _____ A.M. / P.M.

Address: _____

Phone number of this location: _____

Key Map Page & Square: _____

Leave for ③ at (time): _____ A.M. / P.M.

Directions and special instructions: _____

③ Arrive at (place): _____ Time: _____ A.M. / P.M.

Address: _____

Phone number of this location: _____

Key Map Page & Square: _____

Directions and special instructions: _____

Limousine returns to garage at: _____ A.M. / P.M. (run ends)

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1. Try to follow this itinerary as closely as possible. Give copies to all parties concerned.
2. Attach xeroxed copies of appropriate key map pages with routing highlighted in yellow felt tip; or draw a map on the back of this page. Also enclose any map you are sending out to your wedding guests.
3. Be as detailed and concise as possible. Be very clear in your directions and use the route least likely for anyone to get lost. No short cuts. Attach as many extra pages of maps and instructions you feel necessary to make this a really smooth and organized event.