

# Cake Consultation Checklist

Use this checklist to prepare for the cake consultation. Knowing this information can save you a lot of time and headache in the long run. The consultation is where we sit down together to discuss and determine what it is you want.

## Contact Information

- Name
- Phone Number
- Email Address
- Groom or other guest of honor's full name

## Event Logistics

- Number of guests attending
- Date of the event
- Start time of the event
- Is delivery required?
- Cake delivery window
- Event Venue Name
- Event Venue Address
- Event Venue Contact

## Party Stylings

- Venue looks and style
- Overall theme of party/wedding
- Bride's gown color and style
- Bridesmaid dress color and style
- Groomsmen suit/necktie color and style
- Table Linens color and style
- Flower & Centerpiece color and style
- Appetizers and/or Main Course Menu

## Cake Logistics

- Do you want to save the top tier for a year?
- Is there a cake table?
- Where in the reception area will the cake be displayed?
- Will the cake be served tableside or buffet style?
- What is the actual number of servings needed?
- Will there be a cake cutting ceremony?
- Is there a cutting fee?