Wedding Delegation Tracker

	Task	Additional Detail	Delegated to	Needs to be completed by:	Completed
1	Collect the groom & grooms men's bow ties & pocket square.	Collection from Moss – 93 The Strand WC2R 0LT. Order # 2589745	Christopher Parker	15/08/2015	
2	Deliver the ribbon to the florist	Florist – Flowery Flowers 1 Wimbledon Common SW19 6TY Ribbon to be given to Jessica.	Jackie Samuels	17/08/2015	
3	Collect brides wedding shoes from the customizer	Bling! – 55 Knightsbridge, London SW1X 6FD	Betty Smyth	01/08/2015	
4	Deliver the cake stand to the baker	Baker's address – 33 Pudding Lane, London SW12 9GH	Jenae Edwards	17/08/2015	
5	Collect napkin rings from department store	Collection from House of Fraser in Croydon Order #HOF58741-6	Barry Randal	01/07/2015	
6	Deliver napkin rings to the caterer	Caterer – Fancy Foods, 105 Nottinghill, London W11 7TR	Barry Randal	10/08/2015	

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