



‘On the Day Coordination’

from £395

It's *your* Wedding Day; the last thing you want to be worrying about is the details! Has the band turned up? Is the Champagne chilling? Where's the Table Plan gone? It's your Big Day, so just relax, enjoy and let us do the running around!

If you book our 'On the Day Coordination' package, we'll offer you the following:

- An informal meeting (usually 2 weeks before your Wedding) at your venue (if possible) to go through any special requirements or requests for your day.
- Coordination with ALL your suppliers to advise them of their contact for the day and ensure there are no last minute queries or problems.
- Production of an 'on the day' schedule with full contacts details and timings, which once approved by the client, will be circulated to all suppliers.
- Full decoration & set up of reception tables & venue, place names/table plan, cake stand/table and all other requirements.
- Attendance before and throughout the Wedding Day, liaising with suppliers and handling of any issues and offering assistance to your guests.
- Our services as a Master of Ceremonies, making all announcements.



‘Six Week Salvation’

from £865

It's 6 weeks until your Wedding (or thereabouts), you've booked your suppliers, but now you need to coordinate them all! What time are they arriving? Do they need a power supply? When will they be paid? The success of your event is all in the details...so why not let us take the strain and finalise it all for you!

If you book our ‘Six Week Salvation’ Package, we will offer you the following:

- The opportunity to identify, assist and solve any supplier/budgetary or other concerns – enabling us to put together a final ‘To Do’ list.
- Full contact with ALL your suppliers to coordinate and finalise bookings, highlight any special requirements and sort out any issues.
- The sourcing and confirming of any last minute bookings or suppliers including wedding party gifts, first night hotels and honeymoon plans.
- Coordination with your venue(s) to confirm supplier requirements, expectations and ‘on the day’ timings.
- A dedicated hotline for queries or emergencies until your ‘Big Day’.
- Management of guest enquiries and chasing any final RSVP's (if requested)

PLUS.....

- Everything as included in the ‘On the Day Coordination’ Package...



‘Full Planning & Wedding Management’

from £2200

As your Personal Wedding Team, we’ll guide you through the heady world of Weddings from the moment you start planning, to the day you head off on Honeymoon. Tell us your perfect day, and we’ll do everything possible to stage it!

If you book our ‘Full Planning’ Package, we will offer you the following:

- Comprehensive venue research and sourcing with the option for your Event Planner to accompany you on up to 3 venue visits.
- Exhaustive supplier sourcing and management of all bookings.
- Creative direction in terms of event themes, catering, entertainment, table & venue decorations, colour schemes, invitations, favours and flowers, as well as invitation and RSVP coordination.
- Honeymoon research and booking, and assistance and booking of any UK/Overseas Hen and Stag Do’s (if requested)
- Support and management of the budget.
- Accompanied dress shopping and appointment supervision.
- ANYTHING else you need done....

PLUS.....

- Everything as included in the ‘Six Week Salvation’ and ‘On the Day Coordination’ Packages....