

	HELPING HAND	ON THE DAY	THE FULL DEAL
Meeting you to discuss style, budget and ideas for your wedding day			
Contacting suppliers to determine availability, options and costs			
Supplying you with a comprehensive document with different options and quotes and my suggested suppliers to book			
Ceremony and reception sourcing based on your location, style and budget			
Providing advice to achieve your objectives			
Unlimited email and telephone contact throughout your wedding planning right up to the big day			
Comprehensive wedding questionnaire that you return to me 4-6 weeks before your big day to ensure nothing is missed out			
Detailed program to be sent out to all of your chosen suppliers including contact details, runsheet, floor plans plus other important information			
Personal management on the day to ensure smooth setup and running of your wedding			
Attendance at supplier meetings with you or on your behalf			
Source and supply of discounts for wedding guests for tours and accommodation pre and post wedding			
Budget management and payment tracking			
Management of all supplier correspondence			