

ON THE DAY WEDDING COORDINATION



WARREN-STONE WEDDINGS



THIS OPTION INCLUDES THE MANAGEMENT OF YOUR WEDDING CELEBRATION FROM 14 DAYS BEFORE THE WEDDING DATE. THIS PACKAGE INCLUDES ON-THE-DAY ORGANISATION OF ALL CONFIRMED SERVICE PROVIDERS ENSURING YOUR WEDDING PROGRAMME IS EXECUTED TIMEOUSLY AND YOUR VISION IS IMPLEMENTED FLAWLESSLY.



PACKAGE INCLUSIONS:



One 2-hour appointment to get to know both of you and run through the confirmed wedding details.



Being the point of contact between yourself and your chosen service providers for two weeks prior to your wedding day.



Preparing a comprehensive Final Programme including setup, event, and breakdown timing for your wedding day



Reviewing quotes from all third party service providers you have confirmed and ensuring their services are delivered on the day of your wedding:

- Décor / concept designers
- Stage and lighting specialists
- Entertainment and music
- Chefs and caterers
- Photographers / video coverage
- Stationery consultants and designers
- Florists, including supervising a mock table for your approval



Drafting an accurate floor plan of each area involved in the festivities and the location of all your furniture and décor.



On the day event management until 00h00 ensuring that the time schedule is adhered to by all service providers.



Arranging post-event feedback to wrap up the function.