

# Events With Amie

X

## Wedding Planning Starter Kit



A couple in formal attire are dancing in a large hall with a wooden beam ceiling. The room is filled with soft light and several tall, vertical bursts of white sparklers are going off in the background, creating a festive atmosphere. The couple is in the foreground, slightly out of focus, with the man in a dark suit and the woman in a dark dress. The overall tone is warm and celebratory.

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# Starter Kit

So you just got engaged, Congratulations! But now comes the planning. You might be a little overwhelmed with all the decisions and work that goes into executing your big day; but with *The Ultimate Wedding Planning Starter Kit by Events With Amie* there's no need to stress.

Our mission has always been to make the planning process enjoyable and stress free; removing the overwhelm and unrealistic expectations, in order to deliver the clients dream vision and create lasting memories.

We've put our ten plus years of knowledge and experience into easy-to-follow step by step processes to help get you moving and making some decisions. We understand not everyone can afford a wedding planner but doesn't quite know where to start and might need some guidance along the journey.

Whether you're just starting, part way through, or fine-tuning the details, this guide walks you through each step of the planning process. It will provide you with tips and questions to ask your vendors ensuring you choose the right ones that suit you.

It will be your new best friend for the duration of your planning journey, helping with all the details – from setting a budget and choosing a venue to selecting vendors and crafting personalised vows. These resources together will ensure you stay organised and stress-free, allowing you to savour the joy of your wedding journey!

Prepare to experience stress-free planning and create memories that will last a lifetime. Our guide and planner will enable you to focus on what truly matters – your love and the joy of celebrating with family and friends. With this planner by your side, you will be empowered with the knowledge and inspiration needed to create a celebration that resonates with your vision, turning your dream wedding into a beautiful reality.

Happy Planning!

*Disclaimer: The content in this guide is adapted from traditional wedding styles, stereotypes and customs (Bride & Groom) but EWA is an all inclusive company and both respects and understands this is not the case in modern day. Because of this activities and text where applicable have been replaced with Partner, however please note there are instances where the traditional gender roles of bride and groom are still referred too. In noting this we love you no matter what gender you are and what you want to wear as long as we can help you ease the stress of planning!*

Amie & The Team

xx

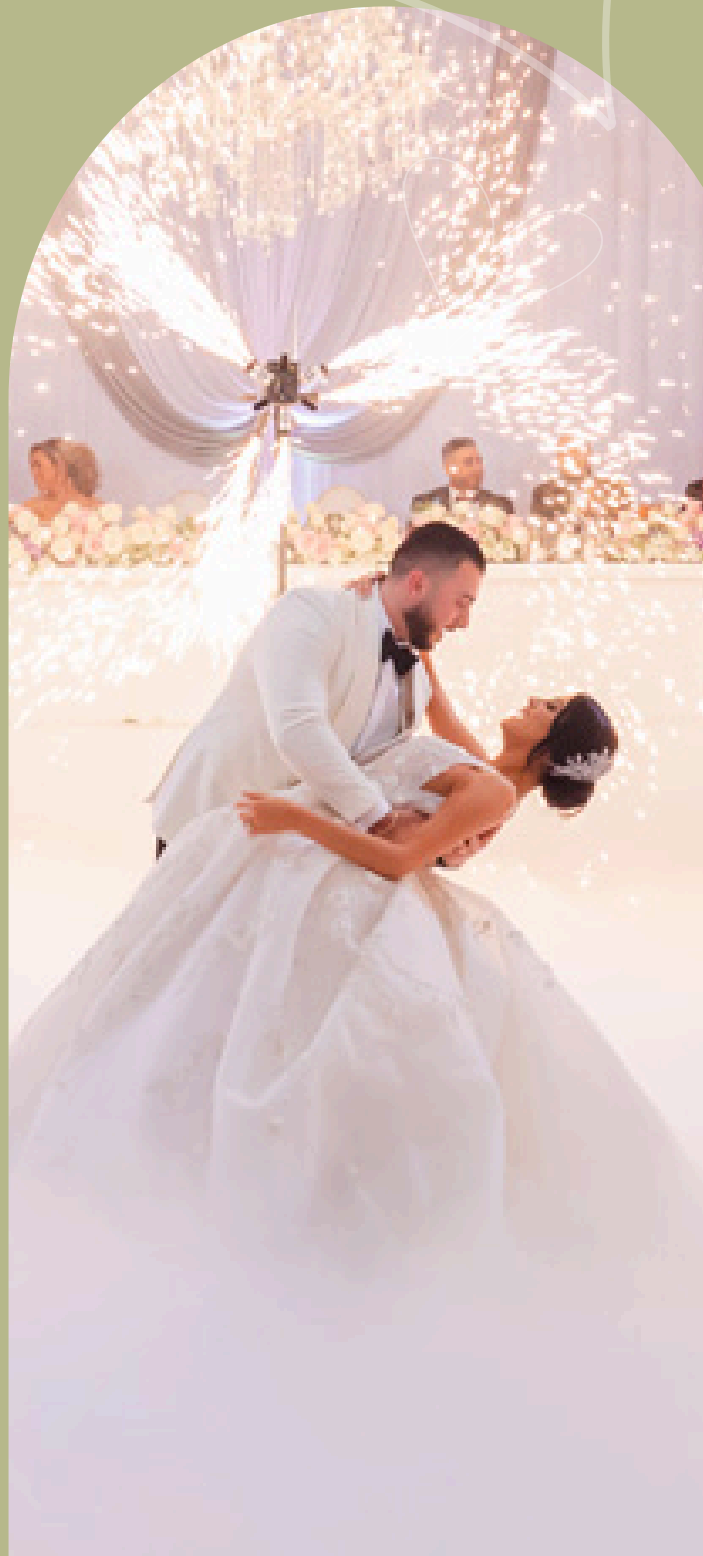




# Part One

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# How To Use Your Starter Kit

## Before You Start

Begin your planning process by reading through *The Ultimate Wedding Planning Guide* thoroughly before diving into vendor appointments. I have created this as a way for those who want to experience the wedding planning journey but don't know where to begin. Use it as a roadmap to familiarise yourself with the key aspects of wedding planning, including tips and questions to ask vendors and the ideal order to book vendors according to availability. By following the parts as they are laid out, ensures you don't jump ahead and miss an important step. This preparation ensures that you go into meetings with a clear understanding of what to consider and ask, making your interactions with vendors more focused and productive.



## Your New Best Friend

Make this guide your ultimate companion during vendor appointments. This allows you to reference specific questions, prompts, or tips tailored to each vendor. It serves as a handy checklist to ensure you cover all essential details during discussions. This proactive approach helps you make informed decisions and build a comprehensive understanding of each vendor's offerings. This helps you compare multiple vendors in the same category to see the best value offerings; but we'll get to that in part two.

Think of this guide as your wedding prep companion, strategically designed to enhance your understanding of the planning process. Use this guide to deepen your understanding of the process and have intentional questions to ask during vendor appointments. This ultimate planner was created with the purpose of streamlining and elevating your wedding planning experience.

# Wedding Planning

## First Steps

### Define Your Overall Vision

Before diving into any details, take the time to define your wedding vision.

Consider the atmosphere, style, theme and emotions you want to convey on your special day. Discuss key elements such as the overall theme, colour scheme, and any specific cultural traditions or personal touches you'd like to include. This vision will serve as a common throughline for all your planning decisions.

### Set A Realistic Budget

Establishing a clear and realistic budget is crucial. Discuss financial priorities with your partner and any contributing parties. Consider not just the big-ticket items like the venue and catering but also smaller details like rings, attire and transportation. This early budget framework will help you make informed decisions and avoid overspending, ensuring a well-balanced and financially feasible celebration.

### Create Your Guest List

Drafting a preliminary guest list is a fundamental step that influences many aspects of your wedding, from the choice of venue to attendance numbers. Begin by listing close family and friends, then expand based on your preferences and overall budget. Having a rough idea of your guest count early, will guide your venue selection and provide a foundation for other planning elements.

*Reminder: Before anything be sure to complete these three things to make your planning process easier.*







# Where To Start *Setting A Budget*

Setting a wedding budget is the first step in planning the day of your dreams while keeping your finances in check. A well-planned budget helps you prioritise what truly matters, from the venue to the smallest details, ensuring a celebration that reflects your love story without unnecessary stress. Remember, it's not about how much you spend, but how wisely you allocate your resources to create lasting memories.

## *Common questions include:*

How do you set your budget? How do you know what's good? Where do you spend your hard earned dollars? Some vendors naturally cost more than others, is this the norm or are they ripping you off? Where should we cut back?

It can be pretty overwhelming so where do you even begin?

Begin by setting a manageable budget for yourself - how much can you afford without going into mountains of debt? Or if you want a more lavish wedding do you need to set the date further away?

## ***Determine Your Budget***

Start by discussing with your partner how much you can realistically spend. How much do you have in savings, or are you taking out a loan? Consider contributions from family members if they plan to assist.

## ***Keep Track***

Track all expenses in a spreadsheet. This will help you see where the money is going and identify areas where you might need to adjust.

## ***Factor in Hidden Costs & an Emergency Fund***

Don't forget about extra costs like taxes and service fees, which can add up quickly. Also account for a "cushion" which can help act as an emergency fund without derailing the budget.

## ***Be Realistic To Avoid Debt***

It's tempting to splurge on your big day, but avoid taking on debt that could affect your financial future. There are always creative ways to have a beautiful wedding without breaking the bank.

## ***Consider Alternatives***

If something is out of budget, consider alternatives. For instance, opting for in-season flowers or choosing a weekday for the wedding can significantly reduce costs.

# Budget Planning

## Splitting Your Spend

Now you've got your budget set how do you divide it up? A venue and celebrant are an obvious must have but what about the rest?

This activity is designed to learn what is important to you as a couple.

Sit with your partner and on the next page mark each vendor with how important each aspect of the wedding is to you from 1 to 10.

**1** = could live without it - if we have money left we'll add it

**2-3** = not convinced we need it

**4-5** = would like it but happy to go for a cheaper option

**6-7** = pretty important that we have a decent option

**8** = happy to go with something a little more pricey to get what we want as long as its quality/value for money

**9** = we really want this, super important it's one of the standouts on the day

**10** = MUST HAVE - will even go over budget to have exactly what we want

Each couple is different and will value different things - this helps with where to target your spend and remember there is no right or wrong answer. Please note this is also a pretty general list - should you wish to write it out for yourself and split up DJ and MC or have significant cultural add ons you wish to include it's wise to write and rate everything.



*Remember: be honest and take your time - this will make the planning journey easier. If you rush it or lie about your priorities it can cause problems down the track.*







# Splitting Your Spend

## Activity

Rating	Vendor
	Catering - Food
	Bar & Beverage
	Planner/Coordinator/Stylist
	Cake/Dessert
	Wedding Dress (Couture House)
	Suits (Tailor)
	Jeweller
	Florist
	Photographer
	Videographer
	Content Creator
	Musician/DJ/MC
	Transport
	Bonbonniere
	Guestbook & Décor
	Entertainment or Add Ons
	Other :



Security & Toilet Hire (Private Property Weddings), Marquee Rental,  
Church/Ceremony Venue, Accommodation, Flights (Destination Wedding), Permits  
(Public Property Weddings), Catering, Additional Lighting, Fireworks/Smoke, Nails  
& Other Beauty, Cultural Additions (Dancers, Drummers, etc)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There is no handwriting or other markings on the paper.





# Splitting Your Spend

## Budget Allocation

Once you've completed the activity above and noted what is most important to you allocate rough portions of your budget to each area. You might wish to do this in your budget tracker/spreadsheet or you may wish to wait until locking in the venue and allocating the remainder after that as this will always be your biggest cost.

To help you out I've provided some averages below before including your templates on the following pages to allocate your own budget portions.

Vendor	Rating	Average Cost In Australia 2024/2025
Reception Venue (Inc Food & Bar)	HIGH COST	Recommendation for a decent amount of food and basic bar package is to allocate \$150-\$180 per head
Photographer + Videographer	HIGH COST	Depending on the experience and style, also guest count(if they need a 3rd person) 10-12 hr package - \$10K - \$14K
DJ	MID COST	Between \$3500 - \$5000
Professional MC	LOW COST	Approx \$1500
Cake (2 tiers - 100 small serves)	MID COST	Approx \$1200
Hair & Makeup Artist	HIGH COST	Depending on experience MU= \$120 - \$200 per face / HAIR = \$120 - \$180 per head
Photobooth	MID/LOW COST	Approx \$200 per hour (most 4 or 5 hr minimum)
Celebrant	LOW COST	Approx \$850 - \$1500
Florals	MID/ HIGH COST	Will vary dependant on how many/size of arrangements, number of tables, etc
Stylist	LOW COST	Approx \$1000 - \$2500
On The Day Coordinator	MID/LOW COST	Approx \$1800 - \$3000 Generally higher cost ones will include styling as well

\*Guided pricing above as per industry average in 2025 in AUD



# Splitting Your Spend

## Budget Allocation

Now it's your turn!

Vendor	Rating	Portion Of Budget Allocated





# Splitting Your Spend

## Budget Allocation

Now it's your turn!

Vendor	Rating	Portion Of Budget Allocated



# Wedding Planning

## Budget Tips

### 1. Establish Priorities:

Begin by identifying your top priorities for the wedding. This could be the venue, photography, or entertainment. Allocate a larger portion of your budget to these elements. *(use the previous activity to assist)*

### 2. Create a Realistic Budget:

Set a budget that aligns with your financial situation. Be honest about what you can afford and avoid starting your marriage with unnecessary debt.

### 3. Contingency Fund:

Build a contingency fund into your budget to account for unexpected expenses. A buffer of 10-15% can help cover unforeseen costs without causing financial stress.

### 4. Research and Compare:

Explore different vendors and get multiple quotes to ensure you're getting the best value for your money. Don't settle for the first option; shop around.

### 5. Off-Peak and Midweek Savings:

Consider getting married during off-peak seasons or on a weekday. Venues and vendors often offer lower rates for events held on less popular days.

### 6. DIY

While DIY projects can save money, be strategic about where you invest your time and effort. Focus on elements that are important to you and consider your skill level.

### 7. Guest List Management:

Be mindful of your guest list size. A smaller guest list not only saves on catering costs but also reduces expenses on invitations, favours, and other items.

### 8. Prioritise Spending:

Identify the aspects of your wedding that are most important to you as a couple, and allocate a larger portion of your budget to those areas.





# Wedding Planning

## Budget Tips

### 9. Negotiate with Vendors:

Don't hesitate to negotiate with vendors. Many are willing to customise packages to fit your budget, especially if they know you're considering multiple options. Don't forget to ask about discounts like "beat a competitor". Many vendors will also offer discounts if you pay up front with cash!

### 10. Limit the Extras:

Be cautious with add-ons and extras. While they can enhance the experience, they also add up quickly. Focus on the essentials and allocate funds accordingly.

### 11. Use Wedding Apps and Tools:

Utilise budgeting apps and online tools to help you keep track of expenses. These tools can provide a visual representation of your spending and help you stay within budget. Even setting up a separate bank account whilst planning can help.

### 12. Consider All-Inclusive Packages:

All-inclusive packages from venues or vendors may offer savings compared to booking individual services separately. Evaluate these options to see if they align with your needs.

### 13. Borrow or Rent:

For items like décor or attire, consider borrowing or renting instead of buying. This is especially useful for items that you may not use again.

### 14. Be Mindful of Seasonal Sales:

Take advantage of sales and discounts, especially during post-holiday or end-of-season sales. This can be beneficial for purchasing attire, décor, or even booking services.

### 15. Track Expenses Closely:

Regularly review and update your budget as you make decisions and payments. This ensures you stay on top of your spending and can make adjustments if needed.







# Creating Your Guest List

Crafting your wedding guest list is a foundational step in the wedding planning journey. It involves not only choosing who will share in your joy but also managing logistical considerations like venue capacity and budget constraints. To navigate this process smoothly, start early, collaborate with your partner, and consider the affordable size and what atmosphere you are wanting from your celebration.

## Collaborate and Prioritise

Begin the guest list creation process by sitting down with your partner. Together, compile an initial list of family, friends, and loved ones you both wish to invite. Collaborate on the priorities for your celebration, setting clear expectations for the size of the guest list. By establishing a unified approach early on, you ensure that both partners contribute to the decision-making process and create a guest list that reflects your shared vision.

## Tiered Planning for Flexibility

Categorise your guest list into tiers to manage potential arguments and expectations effectively. Create an A-list consisting of must-invite guests, such as close family and friends. Simultaneously, form a B-list with additional guests you'd like to include if space and budget allow. This tiered approach offers flexibility, allowing you to adjust your guest list based on RSVPs from the A-list. As you receive declines or regrets, you can extend invitations to individuals on the B-list, maximising the number of loved ones present while navigating logistical challenges gracefully.



# Two Ways To Create *Your Guest List*

There are two ways to create your guestlist and depending on your day, how much flexibility is in your budget, travel and other factors you need to be sure you choose the right one for you.

Given setting your budget is the first step to planning your day, this part of the process might require some back and forth, you may find it easy and already know your guests. However, often most couples will end up adjusting their budget at this point once they realise how many guests they have – or this is where they hit the point of stress and consider a planner to assist with budget management.

So what are the two ways to nail down your guestlist?

## **Budget First**

By now theoretically you've already set your budget but if you're a type A personality you might be having a flick through all of section one before starting, which is totally okay! If you and your partner had an amount in your head and wanted to pull off your day for (insert your budget amount here) – that's great.

However, now when you create your guestlist, be sure the very next thing you do is re-evaluate your budget. If you are paying for \$150 p head for 150 guests this is going to be a very different cost to paying \$150 p head for 60 or 70 guests.

So be sure to re-evaluate and be realistic with your set budget otherwise the process will be nothing but stress from the start!

The other approach is if you are tight on budget and know you can only cater to 50 guests – then set your guestlist for 50 hard and fast, no mercy.

## **Guest List First**

If you have flexibility in your budget then set your guestlist first, be sure to include all the important people you want and from there you can cater your budget around who you want to celebrate your day with you!

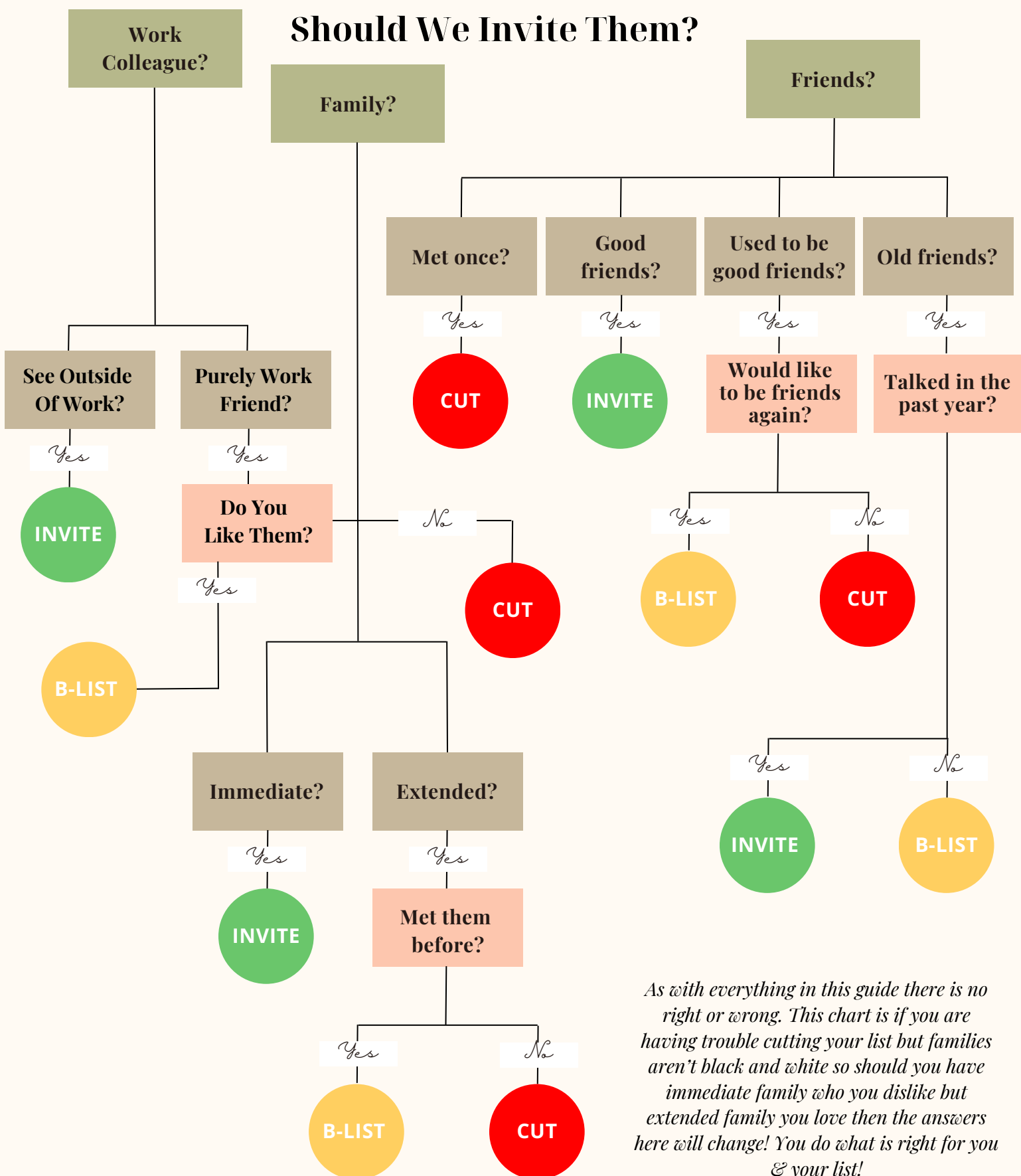
*No matter which approach you take, be sure to triple check the list, constantly check your budget and use the flow chart on the next page for guidance on how to cut guests.*





# Create Your Guest List

## Flow Chart



*As with everything in this guide there is no right or wrong. This chart is if you are having trouble cutting your list but families aren't black and white so should you have immediate family who you dislike but extended family you love then the answers here will change! You do what is right for you & your list!*





# Guest List

## A List

	<i>Name</i>	<i>Relation</i>	<i>Contact</i>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			



# Guest List

## A List

*Name*

*Relation*

*Contact*

16

17

18

19

20

21

22

23

24

25

26

27

28

29

30



# Guest List

## A List

	<i>Name</i>	<i>Relation</i>	<i>Contact</i>
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			
45			





# Guest List

## A List

	<i>Name</i>	<i>Relation</i>	<i>Contact</i>
46			
47			
48			
49			
50			
51			
52			
53			
54			
55			
56			
57			
58			
59			
60			



# Guest List

## A List

	<i>Name</i>	<i>Relation</i>	<i>Contact</i>
61			
62			
63			
64			
65			
66			
67			
68			
69			
70			
71			
72			
73			
74			
75			



# Guest List

## A List

	<i>Name</i>	<i>Relation</i>	<i>Contact</i>
76			
77			
78			
79			
80			
81			
82			
83			
84			
85			
86			
87			
88			
89			
90			





# Guest List

## A List

	Name	Relation	Contact
91			
92			
93			
94			
95			
96			
97			
98			
99			
100			

## B List

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# Your Wedding Vision

## *Theme, Style, Location*

The final step in part one of your wedding journey is clarifying your couple style and Wedding Vision. This is what defines your entire planning process and consists of your venue/location, theme, style and colour scheme. There are no hard and fast rules when choosing these things so consider this more of a guide, but feel free to include your own flair where you feel applies.



### **The Importance Of The Vision**

Establishing and agreeing on your overall vision early in the process is important for a number of reasons. Once you know your location, theme, style and colour scheme, you can begin with the rest of the planning process. Vendors will require all these details including location to provide accurate quotes. You will need to know these details to plan your florals and styling elements and most importantly to be able to send invites. Some people find this section easy and know exactly what they want, for others it may take a bit of back and forth and that's okay. It's important to remember everyone's planning journey is unique and not to rush it.

### **Personality Inclusion**

You want to be sure your wedding day reflects both of you as a couple and incorporates both of your personalities. If you're struggling with choices, begin by eliminating themes and styles that DON'T align with you; you may find this process is easier to help narrow it down. When it comes to colours choose one colour each to ensure both of your personalities can be seen in the décor.



# Your Wedding Vision

## Location & Venue

You may have already chosen a venue which is great and in which case you can skip this section and move on!

If you haven't however a venue is where we begin the planning process. You can't send save the dates or invites without knowing the address and timings which comes down to locking in the venue! So what's the best way to do that?

Begin with what style of venue you are thinking? If you are yet to set a date this may also help you determine the time of year you want to hold your nuptials.

***Chapel/  
Church***



***Barn/Farm***



***Beach***



***Winery***



***Rainforest/  
Mountain***



***City Space -  
Art Gallery /  
Gaal/Library***



***Blank Slate  
Warehouse/  
Event Space***



***Private Property/  
Backyard***



Write your chosen options below!

**Desired Location:**

**Date/Season:**

# Finding Your Dream Venue

## Setting the Scene

Before you start the venue search, clearly define your ideal wedding celebration. Consider the style, atmosphere, and size of the wedding you envision. Knowing your preferences will help narrow down the options and guide you to venues that align with your dream day. Are you wanting a classic dinner style or does a breakfast wedding more align with you? Whether it's a rustic barn, an elegant ballroom, or a beachfront setting, having a well-defined vision will streamline your search and make it easier to assess potential venues. *(use our list of questions to assist with this)*

## Consider Logistics and Amenities

Evaluate the logistics and amenities offered by each venue. Consider the location's accessibility for both you and your guests, including children, elderly, or guests with special needs. Assess the venue's capacity to comfortably accommodate your guest list. Look into the services and amenities provided, such as catering options, audio visual equipment, and time restrictions due to licensing. A venue with experienced staff and inclusive packages can significantly ease the planning process, allowing you to focus on other aspects of your wedding.

## Visit and Ask Questions

Schedule visits to your shortlisted venues. Seeing the space in person will provide a better sense of its ambiance and layout. If looking for the ceremony try to schedule the visit around the time you are thinking of holding the ceremony so you can see where the light sits, especially if outdoors. Use the provided list of questions, covering everything from pricing and available dates to any restrictions or rules imposed by the venue. Enquire about the flexibility of the space for customisation and whether there are any hidden fees. Pay attention to the venue's responsiveness and willingness to address your concerns. A venue visit is not just about seeing the physical space but also about gauging the professionalism and cooperation of the venue's team, as they will play a crucial role in bringing your wedding vision to life.





# Finding Your Dream Venue

Depending on your budget and what you are looking for every venue will be different, however venue & food/beverage will generally be the biggest cost of any wedding.

*For a 3 course dinner + standard beverage package in Australia the average spend per guest as of 2024/2025 is between \$150 - \$200 per head.*

These spends will be basics – generally house wines, no spirits, and obviously the more guests you have the higher the bill will be – so keeping numbers down can help you out.

Most venues will also have a venue hire fee – which assists with staffing the venue, cleaning fees and overall presentation of the venue.

## **Other things venues MAY or MAY NOT include/hire to ask about:**

1. Table Numbers
2. Candles & Some Styling Elements
3. Some Signage/Signage Holders/A Frames
4. Linen
5. Chair Covers
6. Bridal Suite
7. Staff & Glassware (For BYO Bar Packages)
8. Additional Cleaning Costs
9. Microphone/AV/TV or Projector
10. Built in DJ Decks







# Your Dream Venue

## Questions

### Availability and Capacity:

1. Is the venue available on our desired date?
2. What is the maximum capacity the venue can accommodate?

### Cost and Payment Policies:

1. What is the rental fee, and what does it include?
2. Are there additional fees for services or amenities?
3. What is the payment schedule, and are there any cancellation policies?

### Logistics and Set-Up:

1. Can we tour the venue to see the available spaces for the ceremony and reception?
2. How is the layout typically configured for weddings, and is there flexibility for customisation?
3. Is there a designated space for the wedding party to get ready?

### Alcohol and Catering:

1. Does the venue provide in-house catering, and what are the menu options?
2. Can we bring in our own caterer, and if so, are there any associated fees?
3. What are the options for providing alcohol, and are there any corkage fees?
4. Does the venue provide security guards?
5. How many hours do you get for the package price? *(be sure to compare)*
6. Do you cater for dietaries/allergies and non-drinkers? How good is the replacement for allergies - are they getting a subsequent meal?
7. Do you cater for children?
8. What's your staff to guest ratio? *(to provide prompt and adequate service a GOOD venue will be 1 staff member to 20-25 guests - anything higher than 25 and your guests may be waiting for drinks/receive slow service)*

### Time Restrictions:

1. What is the timeframe for the rental, and are there additional charges for overtime?
2. Are there noise restrictions or curfews that we need to be aware of?

### Vendor Policies:

1. Are there preferred vendors, and are we required to use them? *(they will likely have recommendations but if they INSIST you use that vendor I would not book that venue)*
2. Are there any restrictions on outside catering, florists, or other vendors?



# Your Dream Venue

## Questions

### **Decor and Set-Up Time:**

- 1.What is the policy regarding decorations, and are there any restrictions?
- 2.How much time is allocated for bump in & bump out, and is there a designated staff to assist? *(this will be important for your vendors anything less than two hours isn't ideal)*

### **Parking and Transportation:**

- 1.Is there ample parking for guests, and is it complimentary or paid?
- 2.What transportation options are available for guests, especially if it's a destination or remote venue?

### **Weather Contingency Plans:**

- 1.Does the venue have indoor alternatives in case of inclement weather for outdoor ceremonies and photo areas?
- 2.How do they handle sudden changes due to weather, and what is the process for decision-making?

### **Accessibility:**

- 1.Is the venue wheelchair accessible, and are there facilities for guests with special needs?
- 2.What is the proximity to hotels, and are there lodging options nearby for out-of-town guests?
- 3.Do they offer parking/validate parking?

### **Insurance and Liability:**

- 1.Does the venue require event liability insurance, and what coverage is needed?
- 2.How do they handle liability for damages or injuries during the event?

### **Restrictions and Rules:**

- 1.Are there any specific rules or restrictions we should be aware of, such as open flame policies or noise limitations?
- 2.How do they handle unique requests or cultural/religious practices that might be part of the wedding?

*This list is not extensive, but these questions will provide you with an understanding of the venue's policies, capabilities, and potential challenges, helping you make an informed decision for your special day. Feel free to add in questions of your own!*



# Your Wedding Vision

## Theme & Styling

Next up in the process is narrowing down your theme and style.  
For some couples this can be the hardest part of the entire process.

Below are the 15 most common styles and themes, however its important to remember these are not hard and fast.

If you like aspects of one and parts of another then we simply combine them to get your unique style that best suits you as a couple!

**There's also no right or wrong** - if you like everything about the traditional style other than wanting all the guests to wear formal attire and are happy for them to wear cocktail attire instead then we simply change that one detail.

These are also the most common but don't go into anything niche. If you and your partner LOVE Harry Potter and want a Harry Potter themed wedding then that's your theme! Or books, or travel, or anything! Anything can be incorporated as much or as little as you like, **IT'S YOUR DAY!**

The below are just an overview, I suggest googling the themes you like the sound of and narrowing it down from there. You can use the below to keep track of aspects you like to finalise your theme!

### Parts/Aspects Of Themes We Liked

### Theme It Came From




# Your Wedding Vision

## Theme Inspiration



### Traditional

Neutral tones. White florals. Tuxedos & full black tie for guests. Symmetrical. Think charger plates and 5 sets of cutlery. Live band & 5 tier cake.

### Classic Elegant

Like traditional but a little more laid back. Cocktail attire, not formal. Suits not tuxes. Neutral tones and whites still heavily present. Music choice is subject to couple. Generally a 3 tier cake.



### Modern Romantic

Muted colour tones. Candles. Delicate linens and pastels are often present in decor. Commonly live modern performers like sax player/DJ or violinist.

### Modern Chic

Sleek & elegant spin on traditional weddings. Think “urban” – cacti for bonbonniere or even table accents. Your choice of soft or bright colours. Swap the band for a DJ, photobooths, audio guestbooks & more.



### Fairytale

Characterised by “magical” elements. fairy lights, butterfly accents and florals to enchant the space. Bringing an element of fairy tales into the wedding day.

# Your Wedding Vision

## Theme Inspiration



### Industrial Elegance

Blank warehouse. Minimal decorations keeping the industrial look & feel. Great for DJs & partying late into the night. Colours usually neutral with an accent.

### Rustic

Similar to Boho differs with the use of barks and other natural elements not just florals. Earthy organic tones like browns and greens. Using natural woods, nothing flashy but elevating the raw wood decor with florals & accents. More casual dress.



### Vintage

Old upcycled furniture, decor, dress, etc. Generally a lot of DIY - for the couples who enjoy crafting. Usually lighter colour tones and softer accents.

### Boho Chic

More free spirited. Neutral earthy tones. Natural/dried flowers. Simple decor, more DIY. Casual dress code. Acoustic guitar player/singer. 2-3 tiered semi nude cake.

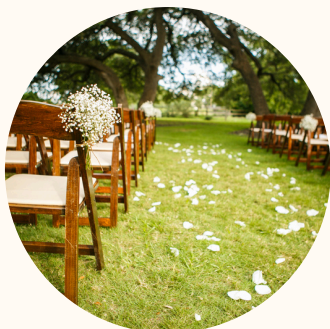


### Beach/Island

Banana leaves or palms included in your floral arrangements. Rattan furniture and tropical cocktails served. Bright summer colour pallet - blues, corals, yellows, pinks.

# Your Wedding Vision

## Theme Inspiration



### Minimalist

For couples who don't care about bells and whistles. Simple accents, only spending on the necessities. Combining with some DIY styling.

### Moody Romantic

Darker colour pallet. Moody photos, darker setting overall. Offset the moody-ness with candles or fairy lights. Bride might even want a black gown. Get married at dusk in the mountains, winter wedding with a fireplace, etc.



### Art Deco

Think Gatsby. Monogrammed dancefloors, black and white colour pallet, accenting your table florals with jewels or feathers. Over the top cake, free flowing cocktails and a full dancefloor.

### Botanical

Romantic atmosphere. Using foliage and greenery as the centrepiece instead of florals. Fairy lights often used. Usually micro weddings/family only. Popular for canape style weddings.



### Country

Cowboy boots, hay bails, a redone barn for your reception hall. Incorporating pieces of the surrounding area into your day. Usually a bit more DIY. Softer, natural colour pallets and laid back dress code/atmosphere.







# Your Wedding Vision

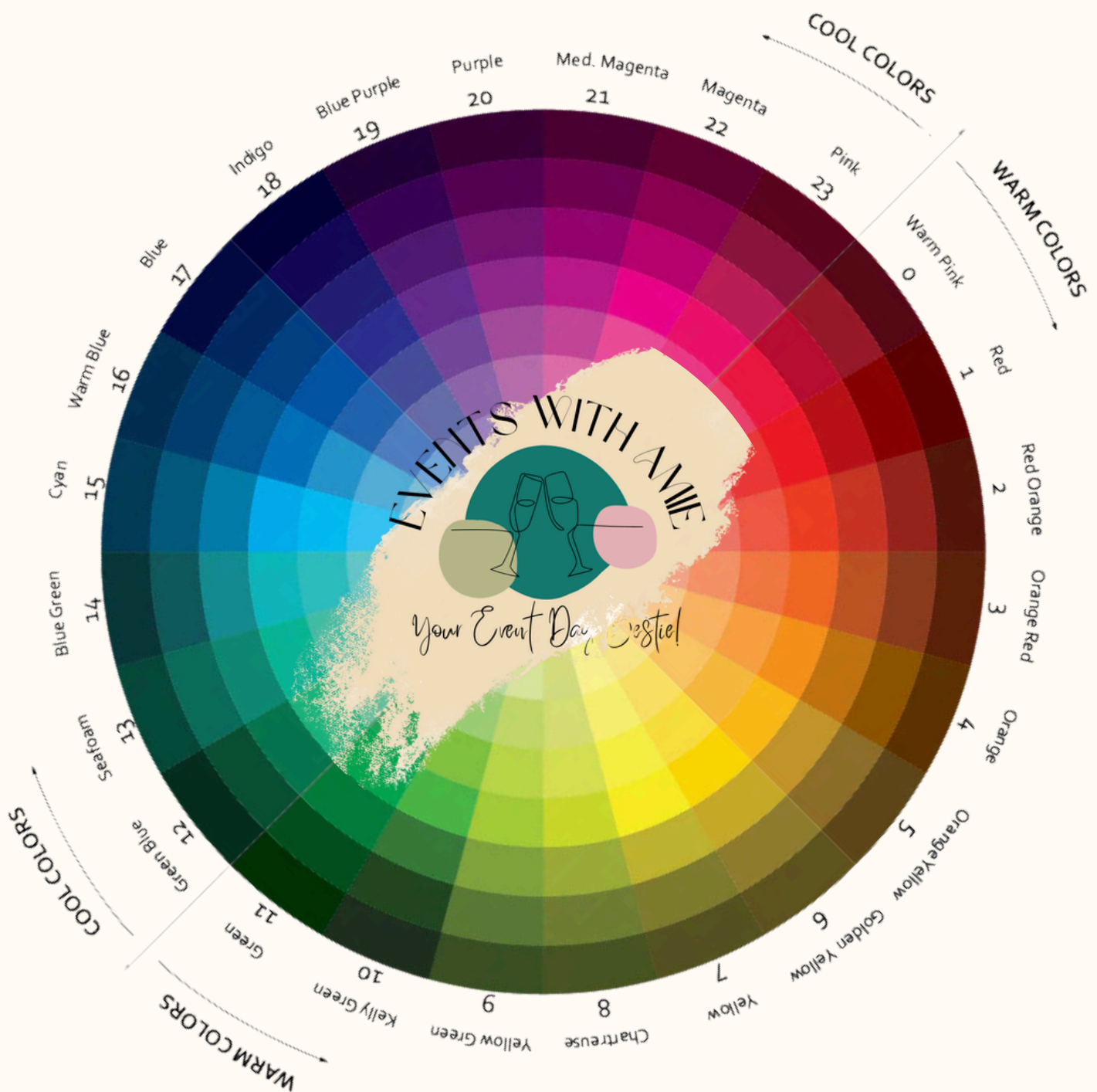
## Choosing A Colour Palette

Choosing a colour scheme is easy for some and difficult for others. If you don't know where to begin try looking at your favourite colours.

Do these compliment each other? Do any colours have meaning to you?

Do you want warm tones or cool tones?

If you still aren't sure or know what colours you like but aren't sure if they go together then work your way through this section.

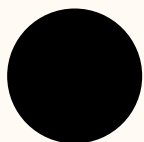


# Choose A Colour Scheme

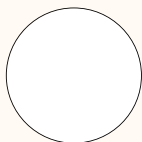
## Step By Step

### 1. Base Colour or Tone

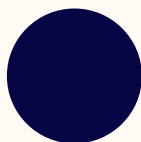
Begin by setting a base tone. This is generally black or white but sometimes can also be a shade of brown, cream, navy or grey. This is kept neutral as it will be the undertone to all decor and can assist with bridal party attire.



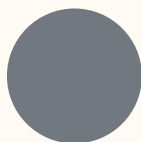
***Black***



***White***



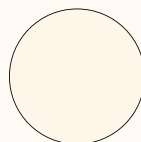
***Navy***



***Grey***



***Brown***



***Cream***

### 2. Accent Metal/Styling Element

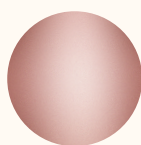
Next choose your accent styling element. Traditionally either gold or silver, this can now extend into rose gold, glitter, burlap, tinsel, or any other element that fits your theme accordingly.



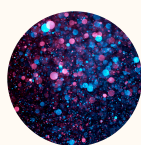
***Gold***



***Silver***



***Rose  
Gold***



***Glitter***



***Tinsel***



***Burlap***

### 3. Accent Colour Number 1

This is where you can choose your desired colour, any colour you like. This will be your MAIN colour thread throughout your décor and styling elements to tie your day together.

### 4. Complimentary Accent Colour

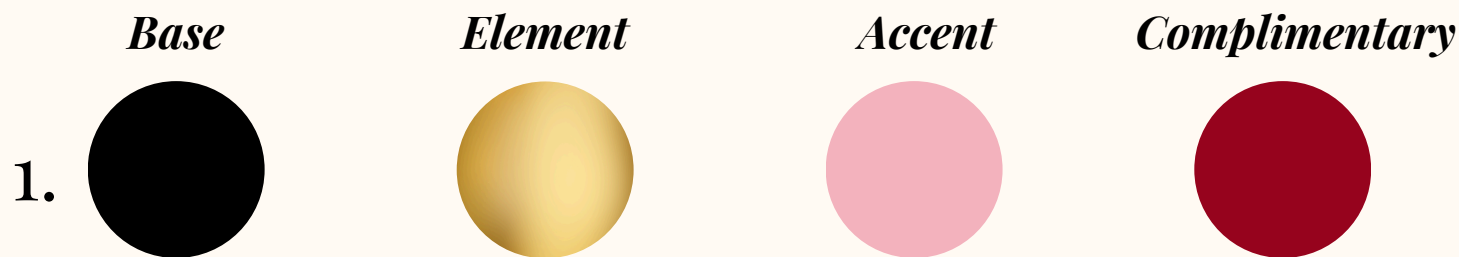
When choosing your second colour there are 3 ways to create the perfect complimentary colour scheme.

1. This colour should either compliment your first by being a darker or lighter version of your first colour.
2. Be a different colour but compliment by being in the same tonal season (two warm tones or two cool tones - refer to colour wheel for help)
3. Be a contrasting colour on the opposite side of the colour wheel.

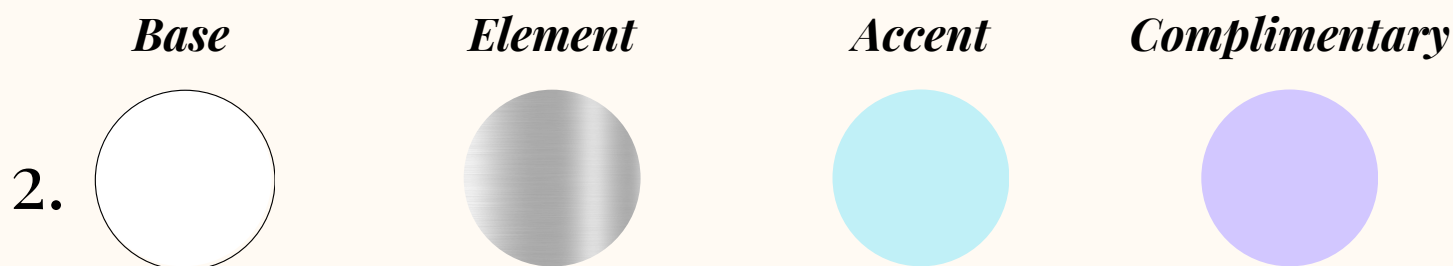
*See examples on the next page.*

# Choose A Colour Scheme

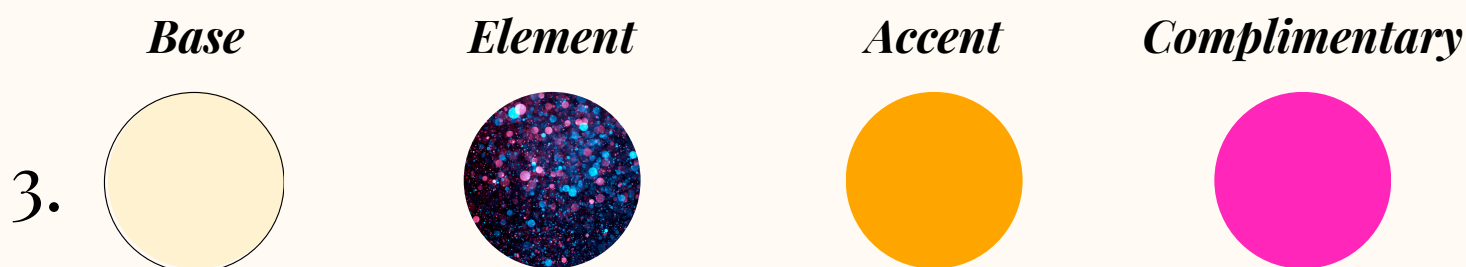
## *Examples*



Light & dark in the same/similar colour tones.



Colours on the same tonal spectrum on the colour wheel  
- both cool tones or both warm.



Colours on the opposite sides of the colour wheel so they are direct contrast.  
(This one's for the bold couples!)

You are more than welcome to choose a third colour just keep in mind the more colours you have the busier your décor will look and it can end up looking messy and mismatched. By keeping to this core pattern for choosing your scheme you are guaranteed a gorgeous set up.







# Activity

## Choose Your Colour Scheme

To round out your wedding vision discuss together what colour scheme you would like to settle on. List your selection below for easy tracking.

### ***1. Choose Your Base***

black, white, beige, nude, navy, grey, cream

### ***2. Choose Your Element***

gold, silver, rose gold, glitter, tinsel, burlap, sequin,

### ***3. Choose Your Accent Colour***

your choice of colour

### ***4. Choose Your Complimentary Colour***

your choice of colour

# Your Wedding Vision

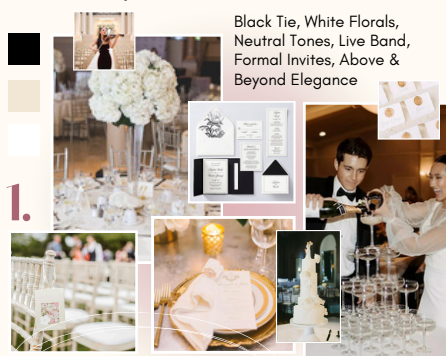
## Create A Moodboard

Something that can help especially if you're a visual person is creating a mood board for your chosen style and theme. A mood board can be virtual, physical and even include songs or verses that you feel enhance your theme! All of which will help you bring it back when you get excited about a trend ask "does it fit with our theme?"

It can also help to have this to send to your vendors for easy visualisation.

See examples of mood boards on the following pages for themes and colour palettes for inspiration.

### Choose Your Theme Mood Board



1. **Traditional**

### Choose Your Theme Mood Board



2. **Classic Elegance**

### Choose Your Theme Mood Board



3. **Modern Romantic**

### Choose Your Theme Mood Board



4. **Modern Chic**

### Choose Your Theme Mood Board



5. **Fairytale**

### Choose Your Theme Mood Board



6. **Industrial Elegance**

### Choose Your Theme Mood Board



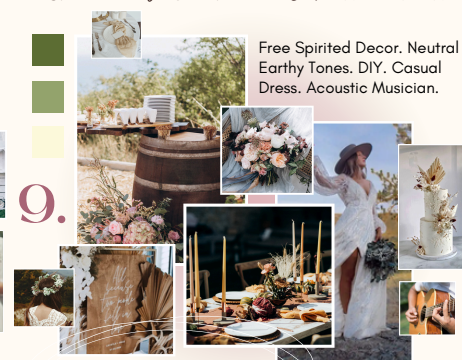
7. **Rustic**

### Choose Your Theme Mood Board



8. **Vintage**

### Choose Your Theme Mood Board



9. **Boho Chic**



# Mood Board Inspiration

## Themes & Styles

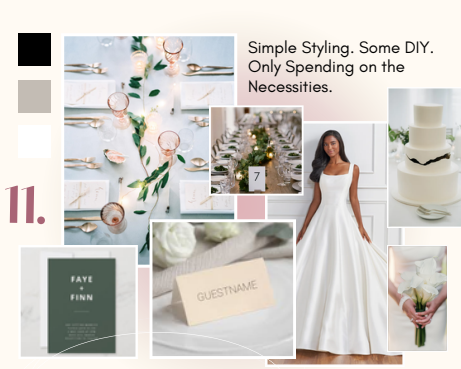
Choose Your Theme Mood Board



Palm Fronds. Tropical Fruit in Florals. Bright Summer Colour Pallet. Floral Crown Veils.

### Beach Island

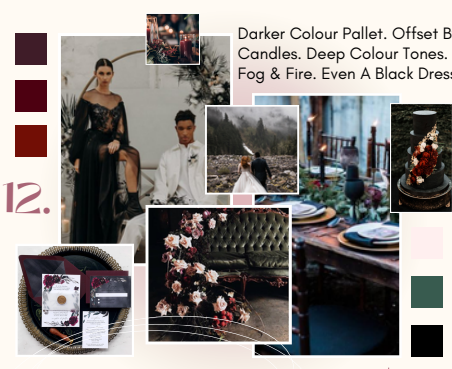
Choose Your Theme Mood Board



Simple Styling. Some DIY. Only Spending on the Necessities.

### Minimalist

Choose Your Theme Mood Board



Darker Colour Pallet. Offset By Candles. Deep Colour Tones. Fog & Fire. Even A Black Dress!

### Moody Romantic

Choose Your Theme Mood Board



Monogrammed Dancefloors. 20s inspired Styling. Gold Accents. Chandeliers, Jewels & Feathers.

### Art Deco

Choose Your Theme Mood Board



Greenery, Florals & Foliage. Fairylights or Lanterns. Using Natural Surroundings to Enhance.

### Secret Garden

Choose Your Theme Mood Board



Boots, Barn for Reception, More DIY, Neutral Tones with a Pop of Colour. More Relaxed Dress Code.

### Country

Colour Pallet Mood Board



### Black & White

Colour Pallet Mood Board



### Soft Pink

Colour Pallet Mood Board



### Red

Colour Pallet Mood Board



### Bright Pink

Colour Pallet Mood Board



### Pastels

Colour Pallet Mood Board



### Silver & Greys



# Mood Board Inspiration

## Colour Schemes



### Quick Tips for Creating Your Own Moodboard:

1. Choose 1 x base colour (*black or white*)
2. Choose an accent shade (*gold, silver, rose gold*)
3. Choose 3 shades of an accent colour (*eg - 3 different shades of pink*) **OR** 1 shade of a light colour and 1 shade of a dark contrasting colour (*eg - light pink and deep crimson red*)
4. Fill with pictures of florals, bridal party dresses, cake, musicians, styling elements, and anything else you want to include in your day!
5. Have this somewhere you can see it during your planning process at all times and feel free to add to it as you go!



# You've Nailed Part One

## *What Now?*

Congratulations! You've made it to the end of Part One! Pour yourself a glass of champagne and celebrate! So What Now?

Take a moment to reflect on the fact that you've made it through the first part and a lot of tough decisions to begin your wedding planning process. Take a private moment together to take it all in and enjoy the fact that you aren't just planning a wedding you are planning a marriage and a life together. How are you going? Are you making decisions together? Are you agreeing on things? This is all very important and reflective of how much you will both enjoy the day.

Fill out the tracking log on the next page of everything you've completed in part one together and keep it somewhere safe. Take a photo, scan it into your computer, earmark it, rip it out and keep it in a folder, whatever you wish – however you are going to remember. The purpose of this is to have all your decisions in one place for when we come to the vendor section!







# Part One Summary

## *Decision Tracker*

### 1. Budget

### 2. Splitting Your Spend

List your top 3 most important things from the activity

### 3. Location

### 4. Wedding Date

### 5. Guestlist Created (Yes/No)

### 6. Theme & Style

### 7. Colour Scheme

BASE:

ELEMENT:

ACCENT:

COMPLIMENTARY:



# Part Two

## All About You

Adding Your Personal Touch	55
How To Add Personal Flair	56
Couple Style - Partner One	59
Couple Style - Partner Two	60
Couple Personality	61
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# Adding Your Personal Touch

You've landed on your overarching theme, style, location, date, guest count and colour scheme (*look at you go!*); so now the real planning can begin. The most important thing other than consistently checking your budget throughout is to ensure your wedding day is truly reflective of you as a couple.

Unsure how to do that or where to begin? By now you probably know your partner inside and out but a wedding can bring out a side you may have never seen.

## Opposite Opinions

If you and your partner have opposite opinions ensure you take time to talk them through. Why are you making these decisions? Consider what's important to you and your partner. If there is a tradition, religious ceremony or trend that isn't important to you but is for your partner? Compromise and ensure you allow room for both of your wants, needs and important points on the wedding day. If you're having trouble coming to an agreement consult a professional wedding planner, they can often help you with creative ways on incorporating both.

*Tip: Check the back of this guide for a discount off all Events With Amie Services*



## Beware Of Trends

When incorporating your personality into the day you may include traditions or social media trends. But seriously consider what you are including and beware of passing trends. Not all trends are good ones and brides especially, often have remorse years on noting they included trends feeling the pressure at the time but on reflection realised it wasn't really them. Ask yourself, does this trend reflect us as a couple? Why are we including it? Will I still be happy including it in 1-10 years time? Social Media trends are fleeting but your wedding photos are forever so don't regret them!





# How To Add Personal Flair

## 1. Personalised Table Numbers

A cost effective and easy way to add your personal flair is in your stationary. By choosing fonts that reflect your vibe, the inclusion of a photo and your chosen colours. Take it one step further and create custom table numbers. These could include childhood photos of you both at the age reflective of the number; for mixed tables where the guests are unfamiliar, you can include 3 points the table has in common so there is no awkward discussions, or even what you display the table number on; who says it has to be card, if you're both into travel for example instead of numbers why not name the tables after your favourite countries?

## 2. Bridal Entrance

This is your moment down the aisle as a bride, you can personalise it through your song choice - there's no rule to say you have to walk down to "here comes the bride". You may want to walk yourself down, as opposed to having a father figure or brother beside you. And who says you need to walk? Ride in on a scooter, dance, whatever you feel reflects you and makes your day you - go for it! Maybe the Groom wants to make an entrance too? Or for same sex couples, who enters first is also a decision to consider.

## 3. Reception - Wedding Party Entrance

The reception entrance is a great way to truly show your flair. Including your bridal party in the entrance festivities by incorporating a dance, routine, perhaps you have a cultural tradition where you want to enter to drums or other entertainment. The possibilities are endless.

## 4. First Dance

A traditional bridal waltz may be your thing, but you may want to include a fun dance, a routine, a flash mob style with the bridal party, or include professional performers.

## 5. Ceremony Traditions

There are a number of ceremony traditions that you could include based on what's important to you. The Mother of the Bride often isn't recognised so handing out a single rose during the ceremony to acknowledge her could be something you resonate with. There's also things like "tying the knot", lighting a candle for those who have passed and so many more. On a lighter note you may want to include your pet in your ceremony!



# How To Add Personal Hair

## 6. Religious Customs

Depending on your religious and cultural beliefs you may have various traditions and customs that you wish to include in both your ceremony and reception. Anything from food and drink customs, to traditional drumming or music, a customary welcome dance or way to seal the marriage on the altar.

## 7. Cake:

The cake is a great way to include more of you! Don't like cake that's also fine! Why not have a dessert bar? Gelato cart? Cannoli's? Fairy floss or canape style desserts? Not a fan of sweets at all? What about a cheese tower? Late night burger tower? You can include a little bit of your personality and make this truly whatever you want!

## 8. Bonbonniere:

Some couples don't have bonbonniere at all, but if it reflects you think what suits you? Instead of a gift is it more like you to give a donation to a charity in everyone's name? A custom cocktail? A candle? What screams you as a couple!?

## 9. Bouquets

Does your bouquet have to be made of flowers? Absolutely not! If you aren't a big flower person then why have them because that's what the custom is? Have a lolly bouquet! Or even a BOW-quet; why not make the entire thing out of bows, the ideas are endless, no one says you have to use flowers!

## 10. Entertainment

What entertainment reflects your style? DJ, live band, classical violinist, sax player, combo? Do you want a magician or roaming tarot reader for your guests? Is a photobooth your style? Are you including any traditional cultural entertainment?

## 11. Food & Drink

If you have a large family food is probably one of the most important things in everyday let alone at your wedding! Are you after more of a casual vibe as opposed to a sit down? Can you incorporate a custom cocktail named after you both? If you love breakfast foods then why not have breakfast foods or a breakfast wedding?



# How To Add Personal Hair

## 12. Dress Code

If it's not your vibe to wear a white dress then don't! Wear whatever colour dress you like, invert the colours, you wear colour and have the bridal party wear white. Express your style through dress including the groom, if you're a less formal couple then don't wear suits, why not just chinos and a nice collared shirt? If you are a bride but aren't a dress person then go for a 2 piece pant set or include outfit changes!

## 13. Talents

If you have a special talent consider including it. Can you sing really well? Why not include a special performance for your spouse? If you're an artist present your spouse with a painting of you two or pre draw a map of your story together, including first date, first kiss, first home etc.

## 14. Transport

Why not consider a unique form of transport, accounting for wind and outside factors this one might not be for the ladies after hours of hair and makeup, but consider transport that matches your vibe. A horse and carriage, boat, motorbike, helicopter or even being accompanied by your favourite animal or pet.

## 15. Guestbook:

Instead of a traditional guestbook, you might want more of an audio or video vibe. Or perhaps you love travel why not consider postcards and a mailbox for some fun? If you're both musicians set up a karaoke booth for guests to record a sung message, or a canvas and paints where each guest paints a line and contributes to an artwork for your new home.

There are millions of ways to include your own personal touches and it's up to you how many or few you add in. Consider what fits your theme, what reflects you as a couple and which ones are most important to you. Some will be easier to incorporate than others and it's a matter of which parts of your day you wish to keep traditional and which parts you want to make your own!

The next activity will help you determine what you agree on and how to incorporate more of your personal couple style.





# Couple Style Activity

## *Partner One*

### 1. Favourite Colour

### 2. Favourite Flower

### 3. Favourite Song To Dance Too

### 4. One Thing I've Always Dreamed Of On My Wedding Day Is...

### 5. Three Hobbies Of Mine Include -

### 6. Favourite Couple Memory

### 7. Traditions I'd Like To Include





# Couple Style Activity

## *Partner Two*

### 1. Favourite Colour

### 2. Favourite Flower

### 3. Favourite Song To Dance Too

### 4. One Thing I've Always Dreamed Of On My Wedding Day Is...

### 5. Three Hobbies Of Mine Include -

### 6. Favourite Couple Memory

### 7. Traditions I'd Like To Include







# Couple Style Activity

## *Couple Personality*

### **This Or That (Circle One)**

Champagne OR Cocktails

Natural OR Bold

Books OR Podcast

Hot OR Cold

Traditional OR New Age

DJ OR Live Band

Dark OR Light

Simple OR Unique

Circle OR Square

TV OR Hiking

Chocolate OR Vanilla

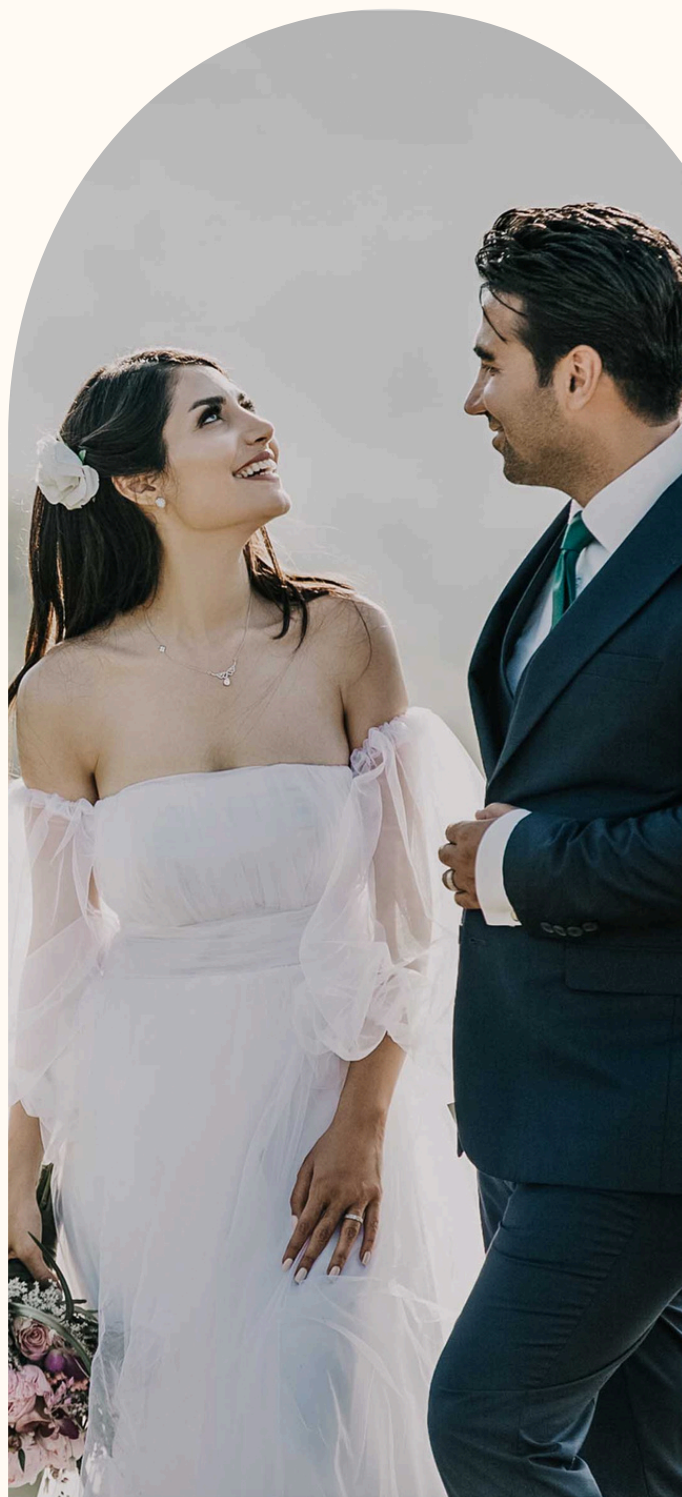
### **What Is Your Couple Song?**

### **What Styles Of Music Do You Both Enjoy?**

### **Trends To Include...**

### **Priorities (Number In Order - 1 Most Important)**

- |   |   |
|---|---|
| <input type="radio"/> Sticking to budget        | <input type="radio"/> Spending time together - being in the moment        |
| <input type="radio"/> Finding the right vendors | <input type="radio"/> Having amazing entertainment to keep guests happy   |
| <input type="radio"/> Having a stress free day  | <input type="radio"/> Ensuring the wedding looks amazing for social media |







# Adding A Personal Touch

## *Questions To Consider*

1. What are our top three values as a couple?
2. Does our chosen theme reflect both of our personalities?
3. Do our chosen colours best represent our style and relationship?
4. Are there any hobbies or passions we want to showcase?
5. Do we want a formal or relaxed atmosphere?
6. Which traditions feel meaningful to us, and which can we skip?
7. Is there a special location or venue that holds sentimental value to us?
8. How can we personalise the ceremony to reflect our journey together?
9. Should we write our own vows to make the ceremony more personal?
10. How can we incorporate family culture or heritage in a way that feels authentic?
11. Do we want to include any rituals or symbolic gestures unique to us?
12. What type of music best represents our tastes?
13. Are there specific songs or genres we both love for key moments (entrance, first dance)?
14. Does our guest list include the people who matter most to both of us?
15. How can we create an invitation that reflects our personality?
16. What foods or drinks do we both love that could be included in the menu?
17. Do we want to serve a signature cocktail that reflects our tastes?
18. What type of décor feels like 'us'?
19. Would we prefer an intimate celebration or a large, lively gathering?
20. If we incorporate a trend will we regret it in 1-10 years?
21. Is there a way to incorporate our favourite shared experiences into the day?
22. Do we want to honour any important people in our lives (family members, mentors) during the event?
23. How can we include our pets or favourite animals in the day, if relevant?
24. What style of wedding attire makes us feel confident and comfortable?
25. Would we prefer to surprise each other with our outfits, or coordinate styles? (first look)
26. How can we add a personal twist to traditional elements (cake cutting, speeches, etc.)?
27. What type of photography or videography style best captures our personalities?
28. Are we comfortable with traditional wedding roles, or should we switch things up?
29. Does the overall plan align with who we are as a couple, or are we following someone else's idea of a wedding?
30. What will make this day feel truly "us," beyond trends and expectations?

*These questions will provide you with an accurate indication if you feel like you are on the right track. If you are answering no or finding negative answers, at this point you may need to go back and re-evaluate your guest list, theme and colours before continuing.*



# Part Two Summary

## *Including Your Personality*

Congratulations! Part Two is complete. If you haven't already be sure to reflect with your partner on your answers from the activity. Compare answers that were similar and what was different. If you both have a song that's really important to you can you incorporate them both?

It's important to remember that your wedding day should reflect both of you not be dominant of one person of the other.

Take your time to ask yourself all the questions on the list and if you need to go back to part one and re-evaluate. Do you need to alter your guestlist, change your theme or colour selection?

Throughout the remainder of the planning process you should continue to ask yourselves "does this fit our theme and colour scheme, but also does it reflect our personalities as individuals and as a couple?"

If the vendors you book don't align then odds are you won't be happy with them down the track.

Write your 3 core couple values, qualities, traits or hobbies that summarise your joint couple personality below and be sure to always refer back to these.



### Three Core Values As A Couple



# Part Three

## Checklists & Extra Help





# Finding Your *Dream Vendors*

## Determining Good From Bad

When beginning to choose your wedding vendors you might be wondering how do you determine the “good” vendors from the “bad” ones? This is all a matter of personal preference. What determines a “good” vendor for you will be different to someone else. The most important thing is to ensure the vendor chosen in each category aligns with your overall wedding vision, fits within your budget and matches your personality. A great vendor can really escalate the process and experience of planning and not just the wedding day itself. A great vendor should provide as much value possible, monetary yes, but also in connections, knowledge and experience. The most important part of choosing ANY vendor is the comfort factor. You will likely spend a lot of time with each vendor so ensure you feel comfortable and trusting, doing your research before locking them in!

## Step By Step Vendor Guide

Part three is your personal step by step vendor guide. It has been laid out in the order in which we suggest you book your vendors - for example Vendors 1-5 should be locked in first thing after the venue due to demand and advanced bookings.

In saying this, there is no right or wrong and should you wish to skip a vendor and come back to it later you are welcome to. Just note if you do this you may find it harder to lock in your preferred choice, or have limited options the closer you get to the date.





# Checklists

## 12 Month Timeline

### 12 MONTHS BEFORE

- Set a budget
- Make a guest list
- Send out 'Save The Dates' (*can do 18 months before*)
- Choose bridal Party
- Hire a Wedding planner
- Decide style, theme & colour scheme
- Choose a venue
- Lock in a caterer (*if external*)
- Lock in Bar/beverage options for reception (*if external*)
- Lock in bar/beverage options for cocktail hour (*if external*)
- Send out invites

### 11 MONTHS BEFORE

- Hire celebrant & book Church/Priest (*if religious*)
- Hire photographer & videographer
- Hire band or DJ/Music
- Hire any additional entertainment wanted
- Begin cake shopping/sampling
- Wedding dress / suit shopping

### 10 MONTHS BEFORE

- Send invites
- Begin preparing seating plan
- Coordinate list of dietaries



# Checklists

## 12 Month Timeline

### 9 MONTHS BEFORE

- Book rehearsal dinner venue (*if applicable*)
- Decide on a first dance song
- Decide on ceremony/aisle songs
- Book ceremony musician (*if applicable*)
- *Stop for a couple checkin – happy with everything so far?*

### 8 MONTHS BEFORE

- Choose bridesmaids dresses
- Begin to look at florists
- Book arrival transport
- Book accommodation (*if applicable*)

### 7 MONTHS BEFORE

- Buy/Rent groom/groomsmen suits
- Secure wedding dress
- Buy bridesmaids dresses
- Purchase all shoes, ties, accessories
- Hair & makeup trial (*between now and 4 months*)
- Buy wedding rings

### 6 MONTHS BEFORE

- Book honeymoon





# Checklists

## 12 Month Timeline

### 5 MONTHS BEFORE

- Book in makeup artist
- Book in hairstylist
- Choose/Book cake

### 4 MONTHS BEFORE

- RSVP cut off date (*around 3-4 months out is ideal*)
- Send name cards to calligrapher/printer
- Order Welcome signage
- Order ceremony seating signage
- Finalise menu with the caterer
- Finalising styling elements with vendors
- Site visit with planner & venue to run through floorplan & timeline

### 3 MONTHS BEFORE

- Finalise timeline, floorplan and seating chart
- Write vows
- Notify guests who need to prepare a speech
- Finalise ceremony prep with celebrant

### 2 MONTHS BEFORE

- Dress/suit fittings
- Pick up marriage license



# Checklists

## 12 Month Timeline

### 1 MONTH BEFORE

- Prepare bridal party gifts
- Choose/order bonbonniere
- Pay vendors in full
- Send final seating chart to planner & venue
- Final venue walk-through - noting changes
- Final dress/suit fittings
- Practise vows out loud
  
- Bachelor & Bachelorette Party

### 2 WEEKS BEFORE

- Get hair coloured
- Eyelash extensions
- Waxing & grooming

### WEEK OF

- Nails & fake tan
- Eat healthy & drink lots of water
- Final call with planner to ensure no changes
- Final call with celebrant
- Get extra rest
- Enjoy the week and get excited



# Vendor Checklist

## Wedding Day

### WEDDING DAY

- ☐ Reception Venue
- ☐ Ceremony Space
- ☐ Catering - Food
- ☐ Bar & Beverage
- ☐ Planner/Coordinator
- ☐ Celebrant
- ☐ Cake
- ☐ Wedding Dress (Couture House)
- ☐ Suits (Tailor)
- ☐ Jeweller
- ☐ Florist
- ☐ Stylist
- ☐ Photographer
- ☐ Videographer
- ☐ Content Creator
- ☐ Musician/DJ/MC
- ☐ Additional Entertainment or Add Ons  
(guestbooks, photobooths, fireworks)
- ☐ Makeup Artist
- ☐ Hair Stylist
- ☐ Transport
- ☐ Bonbonniere





# Vendor Checklist

## Engagement Party

### ENGAGEMENT PARTY

- ☐ Venue
- ☐ Catering - Food
- ☐ Bar & Beverage
- ☐ Planner/Coordinator
- ☐ Cake/Dessert Option
- ☐ Dress + Accessories (Bride)
- ☐ Suit (Groom)
- ☐ Florist
- ☐ Stylist / Decor
- ☐ Photographer
- ☐ Videographer
- ☐ Content Creator
- ☐ Musician/DJ/MC
- ☐ AV (slideshow, Mic)
- ☐ Additional Entertainment or Add Ons  
(guestbooks, photobooths, fireworks)
- ☐ Makeup Artist
- ☐ Hair Stylist
- ☐ Transport
- ☐ Gift Registry
- ☐ Guest Thankyou Gifts



# Vendor Checklist

## Bucks/Hens Party

### BUCKS/HENS PARTY

- ☐ Venue 1
- ☐ Venue 2
- ☐ Accommodation
- ☐ Catering - Food
- ☐ Bar & Beverage
- ☐ Cake (if needed)
- ☐ Dress + Accessories
- ☐ Costume (if needed)
- ☐ Florist
- ☐ Photographer/Content Creator
- ☐ Additional Entertainment or Games
- ☐ Dancer/Drag Queen/ Etc
- ☐ Transport

Notes

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# Vendor Checklist

## *Bridal Shower*

### BRIDAL SHOWER

- ☐ Venue
- ☐ Catering - Food
- ☐ Bar & Beverage
- ☐ Planner/Coordinator
- ☐ Cake
- ☐ Dress + Accessories
- ☐ Florist
- ☐ Stylist/Theme
- ☐ Photographer/Videographer
- ☐ Content Creator
- ☐ Musician/DJ/MC
- ☐ Additional Entertainment/Games
- ☐ Makeup Artist
- ☐ Hair Stylist
- ☐ Transport
- ☐ Gift Registry
- ☐ Guest List
- ☐ Seating Plan





# Vendor Checklist

## Post Wedding Brunch

### POST WEDDING BRUNCH

- ☐ Venue
- ☐ Catering - Food
- ☐ Bar & Beverage
- ☐ Casual Outfit + Accessories (Bride)
- ☐ Casual Outfit (Groom)
- ☐ Musician/DJ/MC
- ☐ Entertainment
- ☐ Games (if needed)
- ☐ Transport
- ☐ Accommodation

Notes

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# Booking Your Vendors

## Wedding Planner

### What's The Difference Between A Planner & Coordinator?

A wedding planner can be brought in from either the beginning of the process or part way through to assist with all planning aspects. Assistance with vendors, research, quotes, venues viewings, budgets, and much, much more! They will usually also be there on the day to execute the final timelines, floorplans and include the coordination of the wedding itself.

A Coordinator simply comes in from 6-8 weeks out, taking over all final details, checking timelines, floorplans, touching base with vendors, finalising everything and simply executing the day. They execute with a handover only once you yourself have planned the wedding locking in all details both large and small.

### The Venue Already Has A Manager/Venue Coordinator So Do I Need A Wedding Planner?

A venue manager or coordinator is very different to an external planner. The main role of the venue coordinator is to liaise with their internal staff (bartenders, chefs, waitstaff and where applicable groundskeepers) to ensure the venue itself is up to scratch and service is on par for your day. All dietary requests are accounted for and suitable replacements provided.

Whilst a good venue manager may assist with the timeline and running of things they won't be there to assist with smaller matters that make a big difference, like straightening the brides train on entrance, guidance on where to stand, liaising with external vendors and all other value an ACTUAL WEDDING PLANNER provides.

### When Should I Book My Planner?

As with everything mentioned in this guide your wedding timeline is completely up to you! There is no right or wrong but the more notice the better! Below are suggested booking times based on the service you are considering.

**Full Planning** = Book anywhere from 12-24 months out from date

**Partial Planning** = Book anywhere from 3-8 months (depending on how much you've already sorted consider asking for a customised package)

**On The Day Coordination** = Book anywhere from 3-6 months out (this seems like a lot but providing more notice is much better for the planner as well as giving yourself peace of mind!)



# Wedding Planner

## *Pros & Cons*

### Is a Wedding Planner Right For Us?

You might think a wedding planner isn't worth the money and that could be spent elsewhere in your wedding budget but how do you know if a planner or even just an on the day coordinator is right for you? Below are a bunch of pros and cons for you to see the advantages and make an educated decision or even enquire with a few and see if it might be an option!

Can actually save you money on other vendors!

*Pros*

Can provide budget tips, styling tips and more as they do this for a living!

If you're unorganised/bad at responding - they are great to be a POC for vendors to keep planning on track!

Most will provide/offer payment plans.

Lots of inside industry knowledge and insight.

Most will customise packages to suit your needs.

Know the industry averages on what's reasonable to pay for specific vendors alongside timelines on when to complete things!

Stress free on the day as they liaise and setup whilst you get ready and enjoy!

Taking additional stress away from you and also family and friends.

If you both have fulltime/busy jobs as a couple can save you time by doing the research and narrowing vendors for you.

Exclusive deals, industry connections and networks - can get discounts, sometimes include first in for a date opening and more!

Can be expensive upfront with initial deposit.

*Cons*

If you leave booking too late, the expert and good planners and coordinators could be booked out.

If your family wants to be involved in the wedding a planner can take away from jobs for them to do (providing you trust and want them involved also - otherwise this may be a pro for you!)

Venue manager/coordinator isn't a wedding planner and may not execute your day to perfection.

Some planners will have deals with vendors and push you towards those vendors as they get commission on sales.

Not all planners are good - some have planned one family party and think they are an expert so it's important to do your research to ensure you don't get ripped off.

Spend hours of your time researching to find the right vendor & can be confused on pricing without industry knowledge.

If you're an organised person you may not see the value as much as the next person.





# What Next...? *Still Need Help?*

Congrats on making it through all the activities, by now your wedding planning is likely well under way!

We hope our checklists and starter kit has helped you with where to begin.

We loved meeting you at the expo and if you are now even more overwhelmed that's also okay! We are here, if you would like to book in a FREE zoom consultation to chat further about your day and specific needs you can do so using the link below!

If this has helped we are so glad and would love any feedback you have to share with us, you are welcome to email or call us anytime.

Follow us on instagram for more daily helpful tips!

Happy Planning!

Ams & The Team x

## **Book A FREE Call**

