



WEDDING PACKAGES

Welcome to TLP Events

Wedding Planning Services

TLP Events is proud to offer a wide range of services to assist you in the planning and execution of what will be one of the most memorable days of your lives.

www.tlpevents.com.au



WEDDING PACKAGES

Congratulations on your engagement!

TLP Events is proud to offer you a selection of wedding packages to assist you in the planning of your wedding.

If you just need some help to point you in the right direction, would prefer someone to handle all the organising for you, or if you fit somewhere in between, there is a package to suit your needs.

Alternatively, if you have a specific requirement or budget in mind, a personalised package can be created to match your exact needs.

TLP Events are proud members of the Wedding Planners' Association of Australia, so you know you, and your wedding, are in safe hands.

WEDDING STARTER PACKAGE - \$250.00

Would you like to organise your own wedding, but not quite sure where to start?

The Wedding Starter package will help you with this process and save you valuable time and effort searching the internet and phone book for suppliers.

The package includes:

- Initial consultation to determine the style and size of the wedding, to help coordinate a budget and assist with choosing suppliers and venues to suit your wishes and needs
- A list of recommended suppliers matching your requirements will then be provided
- The TLP Events Wedding Planner Kit featuring checklists, budget tracker and other handy information to help you plan your special day

You are then on your way to contacting suppliers, purchasing your chosen goods and organising your own amazing wedding!

Additional assistance can be arranged at \$20.00/hour.

Payment must be received in full seven days after the date of the initial consultation. The Recommendations List will not be provided until full payment is made.



WEDDING DAY COORDINATOR PACKAGE - \$500

Is your wedding organised but you would just like someone to be there on the day to make sure everything runs smoothly?

The package includes:

- Initial consultation to discuss and finalise your wedding day plans
- 2hours worth of consultations thereafter
- Your wedding coordinator will contact all suppliers prior to your wedding day to confirm all details
- Your wedding coordinator will be present on the day (up to 8 hours) to liaise with your suppliers, ensure your venues are decorated and to coordinate all the formalities
- The TLP Events Wedding Planner Kit featuring checklists, budget tracker and other handy information to help you plan your special day

Package does not include attendance at any rehearsals, but can be added for a discounted fee of \$20.00/hour.

A deposit of \$100.00 is required within seven days of booking confirmation before any services can commence. Final payment is due at least fourteen days prior to the wedding.



WEDDING ASSISTANCE PACKAGE - \$950

Are more than three aspects of your wedding already planned?

The Wedding Assistance Package can help you with organising the rest of your wedding and tying it all together for you.

The package includes:

- Initial consultation to determine what has been organised and what still needs to be completed
- Unlimited consultations thereafter
- Organisation and coordination of agreed outstanding arrangements
- Your wedding coordinator will act as point of contact for all suppliers and venues
- Your wedding coordinator will be present on the day (up to 8 hours) to liaise with your suppliers, ensure your venues are decorated and to coordinate all the formalities
- The TLP Events Wedding Planner Kit featuring checklists, budget tracker and other handy information to help you plan your special day

This package does not include attendance at any rehearsals. This can be included for an additional discounted fee of \$20.00/hour.

You will be required to pay the cost of hiring and/or purchasing items used in the decorating.

A deposit of \$100.00 is required within seven days of booking confirmation before any services can commence. Final payment is due at least fourteen days prior to the wedding.



FULL WEDDING PACKAGE - \$2,000.00

Have you ever dreamed of being able to step back and have a relaxed and stress free wedding?

Your personal wedding coordinator will take care of everything with you only having to make the final decisions.

Your wedding coordinator will source all quotes and liaise with suppliers on your behalf. Your wedding coordinator will also be in attendance at the ceremony and reception to ensure the smooth running of the day and to deal with any unexpected events.

The Package includes:

- Initial consultation to determine the style and size of the wedding, to help coordinate a budget and assist with choosing suppliers and venues to suit your wishes and needs
- Unlimited consultations thereafter
- Organisation and coordination of all agreed arrangements
- Your wedding coordinator will act as point of contact for suppliers and venues
- Your wedding coordinator will be available to attend and assist with any rehearsals, as required
- Your wedding coordinator will be in attendance on your wedding day (up to 8 hours), at the ceremony and reception (up until end of formalities)
- The TLP Events Wedding Planner Kit featuring checklists, budget tracker and other handy information to help you plan your special day

This package does not include coordination of any wedding related celebrations (e.g. engagement party, bridal shower, kitchen tea). This can be included for a discounted rate, price on application, or see the Celebration Package.

A deposit of \$500.00 is required within seven days of booking confirmation before any services can commence. Final payment is due at least fourteen days prior to the wedding.



CELEBRATION PACKAGE - \$500

This package is designed for those wedding related smaller events with 25 people or less attending.

These events include:

- Bridal shower / Kitchen Tea
- Bridal Party 'Meet & Greet'
- Hen's and Buck's Nights
- Rehearsal dinners
- Engagement Party (POA for more than 25 guests)

This includes the total coordination of these smaller sized events. Usually these events are held within a friend or family member's home. A coordinator is not present at the event, but can be included for an additional discounted fee of \$20.00/hour. Package does not include the cost of hiring and/or purchasing items required for the event.

A deposit of \$100.00 is required within seven days of booking confirmation before any services can commence. Final payment is due at least fourteen days prior to the event.

TLP Events Services Form

Thank you for choosing TLP Events to assist with the planning of your wedding. Please tick the box for each service you know or think you may require, and list any suggestions/ideas you already have for each item:

| Services | Required | Comments |
|---|----------|----------|
| Budget friendly options to be sourced | | |
| Green / Eco friendly options to be sourced | | |
| Engagement party | | |
| Theme selection | | |
| Ceremony & Reception venue selection | | |
| Marriage Celebrant | | |
| Catering | | |
| Photographer / Videographer | | |
| Wedding cars | | |
| Bridal party formalwear | | |
| Wedding invitations & stationery | | |
| Ceremony & Wedding Music/Entertainment | | |
| Decorations & equipment hire | | |
| Hair stylist / Make up artist | | |
| Flowers | | |
| Wedding cake | | |
| Bonbonniere | | |
| Gift registry | | |
| Collection of gifts | | |
| Wedding Day coordination | | |
| Bridal Shower / Hen's & Buck's Night Planning | | |
| Honeymoon planner | | |
| Other: | | |
| Other: | | |
| Other: | | |

TLP Events Wedding Packages Terms & Conditions

Please see individual packages and contracts for list of inclusions and specific terms.

- A deposit must be received within seven (7) days of booking confirmation before any services can be commenced, except for the Starter Package, where full payment must be received seven (7) days after the date of the initial consultation
- Final payment is due at least fourteen (14) days prior to the event
- Package price does not include the cost of hiring and/or purchasing items used in the decorating, catering or any other aspect of the event
- Additional assistance outside package inclusions can be obtained at the discounted rate of \$20.00 per hour
- If, for any reason, the event is cancelled, refunds will only be given at the discretion of TLP Events.
- If event is postponed, the deposit will be carried over to the new scheduled event date
- Package prices are effective as at 8 January 2013, and are subject to change at any time without notification