



Wedding & Event Planning

FULL PLANNING | WEDDING MANAGEMENT
DESTINATION | DESIGN SERVICE

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Luxury Affairs
BY ISABEL



FULL PLANNING

From the moment you say 'yes' to the very last dance of your wedding day, we're dedicated to being by your side every step of the way. Our commitment is to ensure that your event unfolds exactly as you envision it. Whether it's helping you navigate the early stages of planning or providing support and coordination on the big day itself, we're here to make sure your wedding journey is smooth, stress-free, and unforgettable. With our expertise and dedication, your dream event is in capable hands, and we'll work tirelessly to bring your vision to life.

- **Initial Consultation:** Discuss vision, preferences, and budget.
- Up to 4 consultations with Bride, Groom, and Planner (in person or via phone).
- **Venue Selection:** Assist in finding and booking venue.
- Up to 4 Vendor Meetings to secure venue & vendors.
- **Vendor Referrals:** Recommend and coordinate with various vendors.
- Budget Management: Help create and stick to a budget.
- **Timeline Creation:** Create detailed timeline for wedding day.
- **Guest List Management:** Assist with compiling, managing guest list, RSVPs, and seating arrangements.
- **Vendor Coordination:** Communicate and coordinate with all vendors.
- **Logistics Planning:** Manage transportation, accommodations, and special guest requirements.
- **Wedding Rehearsal Coordination:** Organize and oversee rehearsal.
- **Day-of Coordination:** Oversee all aspects of event on wedding day.
- **Emergency Kit:** Provide essential items for unforeseen emergencies.
- **Post-Wedding Services:** Assist with rental returns, vendor payments, and post-wedding logistics.
- **Crisis Management:** Have strategies in place for unexpected crises.
- **Legal Assistance:** Provide guidance on marriage license requirements and name change procedures.
- **Personalized Touches:** Incorporate unique elements to make wedding memorable.

Wedding Management

Wedding management involves the meticulous planning, coordination, and execution of all aspects related to a couple's wedding day. It encompasses a wide range of tasks and responsibilities aimed at ensuring that the event runs smoothly and successfully, leaving the couple and their guests with unforgettable memories.

- **Unlimited Email Support:** Prompt assistance for all your queries and concerns.
- **Monthly Workflow:** Detailed timeline to keep you organized leading up to the wedding.
- **Basics Management:** Floorplan design, vendor confirmations, and communication oversight.
- **Ceremony Rehearsal Coordination:** Ensuring a smooth run-through for your ceremony.
- **Day-of Tasks:** Full logistical support on your wedding day, from setup to timeline management.
- **Meetings:** Two meetings to discuss progress and finalize details.
- **Vendor Referrals:** Recommendations for trusted vendors that suit your style and budget.
- **Venue Visit:** Assisting with venue assessment and logistics coordination.

Destination Wedding

A destination wedding is a special event where couples choose a scenic location away from home to exchange vows. These weddings offer a blend of celebration and vacation, allowing couples and guests to enjoy a unique setting while celebrating love. From tropical beaches to historic landmarks, destination weddings cater to various preferences and styles, often incorporating local culture and traditions into the festivities. Despite the added planning involved in coordinating travel and accommodations, many couples opt for destination weddings for the unforgettable experience they provide.

- **Venue selection:** Helping choose the ideal location considering scenery, capacity, and amenities.
- **Travel arrangements:** Assisting with flights, accommodations, transportation, and group discounts for the couple and guests.
- **Vendor coordination:** Recommending and liaising with local vendors like caterers, florists, and photographers.
- **Legal requirements:** Advising on marriage licenses, permits, and any legal documentation needed.
- **Budget management:** Helping create and manage a budget, providing cost estimates and tracking expenses.
- **Timeline and schedule:** Creating a detailed timeline for the wedding day and related events.
- **Guest experience:** Providing information and assistance to guests regarding travel, accommodations, and activities.
- **On-site coordination:** Overseeing setup, vendor coordination, ceremony execution, and troubleshooting.
- **Emergency planning:** Having contingency plans for unexpected situations like inclement weather or travel disruptions.
- **Post-wedding follow-up:** Wrapping up final details after the wedding, including vendor payments and returning rental items.

Design Service

With our design services, you can trust that every aspect of your wedding will be thoughtfully curated and meticulously executed, leaving you free to cherish every moment of this once-in-a-lifetime celebration.

Let us bring your dream wedding to life!

- **Theme and Color Palette:** Choose a theme and color scheme to guide the design.
- **Invitations and Stationery:** Design cohesive invitations and stationery to set the tone.
- **Venue Decor:** Transform the venue with decor elements like lighting, florals, and table settings.
- **Floral Design:** Create bouquets, centerpieces, and ceremony arrangements that complement the theme.
- **Ceremony Setup:** Design a welcoming ceremony space with seating and decor.
- **Reception Layout:** Arrange seating and space for optimal guest experience.
- **Table Settings:** Pay attention to details like linens, place settings, and favors.
- **Lighting Design:** Use lighting to enhance the ambiance and atmosphere.
- **Personalization:** Add personal touches that reflect the couple's story and style.
- **Coordination:** Ensure all elements come together smoothly on the wedding day.

Pricing

At Luxury Affairs Events, we recognize that every couple has their own distinct vision for their special day. That's why we take a personalized approach to pricing, ensuring that each client receives a tailored package that meets their unique needs and preferences. Whether you're planning an intimate affair or a lavish celebration, we're committed to working closely with you to craft a customized plan that fits your budget and exceeds your expectations. Your wedding should be as unique as you are, and we're here to make that vision a reality.



A la carte service

Customize your wedding planning experience with our a la carte services. From venue selection to day-of coordination, choose the support you need to create your dream wedding.

Contact us to tailor your perfect package today!

- **Honeymoon Planning** Crafting unforgettable honeymoon experiences tailored to your preferences.
- **Rehearsal Dinner Coordination:** Planning and coordinating the rehearsal dinner, including venue selection, menu planning, and logistical coordination.
- **Transportation Coordination:** Organizing transportation for the wedding party and guests, including shuttle services, limousines, or other transportation options.
- **Wedding Website Creation:** Designing and setting up a personalized wedding website to share important details with guests, manage RSVPs, and showcase the couple's love story.
- **Emergency Kit:** Providing an emergency kit stocked with essential items for the wedding day, such as safety pins, stain remover, and band-aids.
- **Customized Services:** Tailoring services to meet specific needs or requests of the couple, such as cultural or religious customs, destination wedding planning, or unique venue requirements.