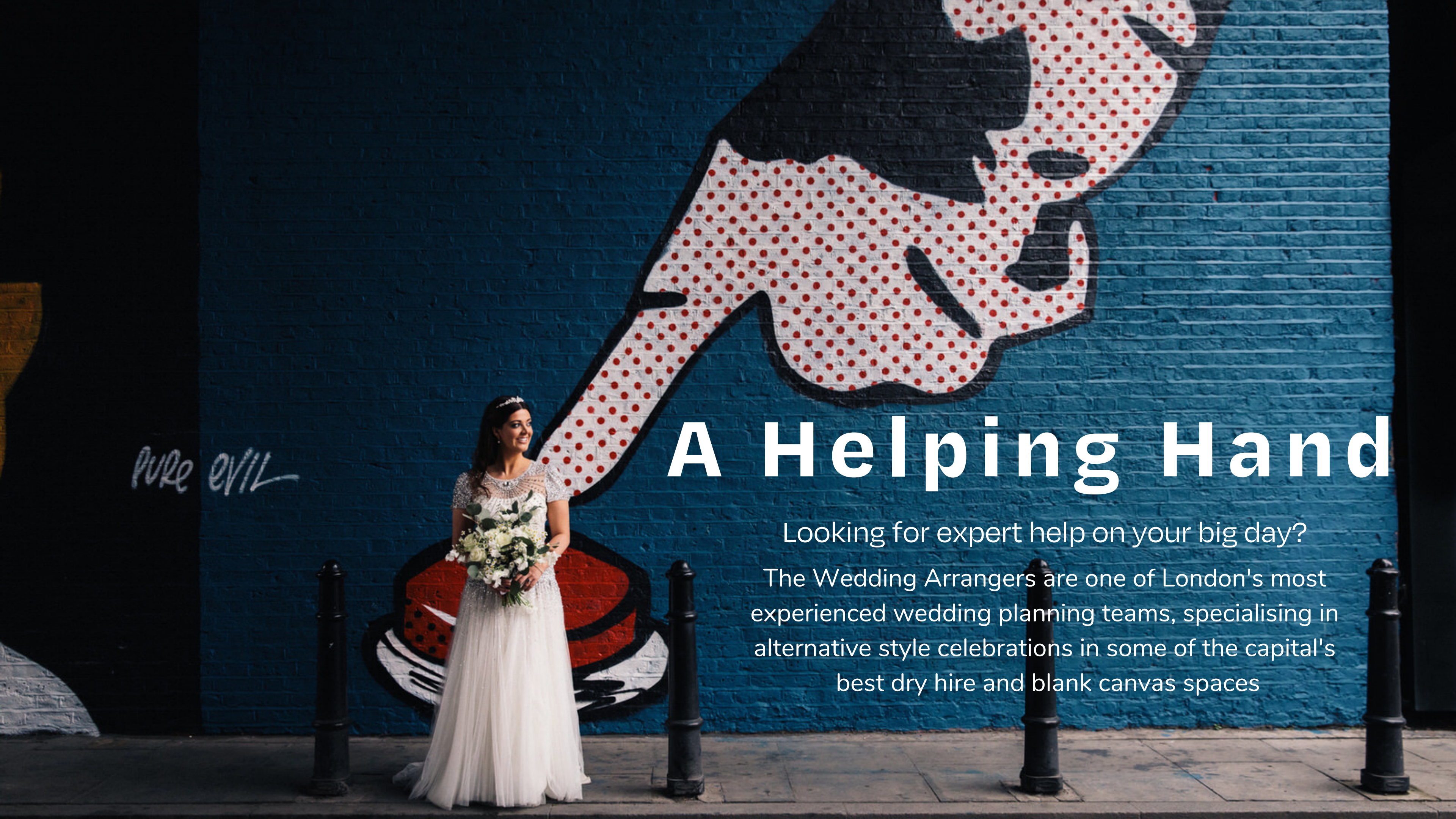




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THE WEDDING
ARRANGERS

Coordination Services



A Helping Hand

Looking for expert help on your big day?

The Wedding Arrangers are one of London's most experienced wedding planning teams, specialising in alternative style celebrations in some of the capital's best dry hire and blank canvas spaces

What we provide

Event health check

Contact with all suppliers, check over menus, hire lists, staffing plans, deliveries and paper work

Build a thorough working event schedule, distribute to all suppliers and manage responses

Study your mood boards / Pinterest - build a plan for decor through florals, lighting, live trees, additional props and tablewares as needed

Bring in additional suppliers where necessary - in particular light and sound production where necessary

Attend a site visit to walk through the schedule and the timings. Agree a final layout and set up plan. Identify any additional items required for hire or purchase

Additional meetings / calls as required



A man in a dark suit is clapping and smiling on a dance floor. In the background, a group of men in suits are standing, and the room is decorated with string lights and warm lighting.

On the day

First to arrive, last to leave -

we'll be at your venue early to oversee all deliveries and set up
We will liaise with the venue manager and caterer's FoH manager to
ensure the smooth running of the ceremony, room turn around, meal
service, speeches, DJ or band set up & into dancing.

Oversee break down and clear up of the party

Our coordination fees

Event health check from £1300 + VAT

On the day hourly rates from £35 + VAT ph

Additional staffing if required from £20 + VAT ph

Hot meal to be provided per staff member

Cab fees charged for late finishes



Additional services

Need any extra help?

We can provide the following services

Bar packages including cash and "open bars"
- ideal for dry hire spaces

www.londonweddingbars.com

Waiting and bar staff where your catering
team are unable to.

Hire of catering equipment and furnishings



Contact The Wedding Arrangers

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www.theweddingarrangers.com



All pictures in this presentation and on our website are from real weddings produced by
The Wedding Arrangers.
We don't believe in styled shoots.

