

Forever & A Day
F&A

Price and Information Guide





Welcome

Thank you for considering Forever and a Day as your dedicated wedding planning professionals for your upcoming, special day - congratulations again on your engagement!!

Whether you're seeking full wedding planning, an on-the-day coordinator or a little styling help, our flexible packages have got you covered. We can customize our services and prices to meet your exact needs.

Let's connect to discuss your special day and determine if we're the right fit for you.

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The Premium Experience

The engagement phase with your partner is undeniably special, but most couples don't know where to start or what the next steps are.

We aim to ensure that your engagement is a time of pure enjoyment, devoid of any stress or worries.

Our Premium package is designed for couples who want expert guidance throughout every stage of the planning process. From the moment you say yes through to the final moments on the dance floor, we work alongside you to bring your vision together in a way that feels seamless, considered, and entirely your own.



What's Included

- **Concept & Design Development** - I will create a custom design board and colour palette to align perfectly with your vision.
- **Assistance** - with the research, selection, booking, and management of the following key vendors: Venue, Catering/ Bar, Furniture hire, Photographer/ Videographer
- **Additional support** - for research, recommendations, and booking for: Celebrant, Stylist, or florist, wedding cake or bakery, evening entertainment, hair stylist & makeup artist, stationers & signage
- **Consultations & Site Visits** - I will accompany you to your first consultations or site visits for: Venue, Catering, Photographer, Stylist or florist
- **Vendor Communication & Confirmation** - Establish and maintain contact with all contracted vendors, confirming details and timelines to guarantee everything is in place.
- **Budget Management** - Oversight of your wedding budget with estimates and financial tracking to help you stay on target.
- **Runsheet & Timeline** - Development of a comprehensive schedule covering both your ceremony and reception. This detailed timeline will be distributed to all relevant guests, vendors, and suppliers to ensure every aspect of your day runs smoothly.
- **Ceremony & Reception Setup** - Set up signage, chairs, reception and other key items to ensure every detail aligns with your vision.
- **On-the-Day Coordination** - Up to 10 hours of professional on-site coordination on your wedding day to oversee setup, timelines, and vendor management (additional hours charged at \$120 per hour).
- **Problem Solving** - Address any unexpected challenges on the day, offering prompt and effective solutions to keep everything on track.

All packages are fully customisable to suit your individual needs. Prices will be adjusted accordingly based on your specific requirements and level of support.

On-the-day coordination includes up to 10 hours of coverage. Any additional hours required will be charged at \$120 per hour.

From \$3000 (+GST if applicable)

Fuel to be added to the final invoice - \$1.50 per KM.

The Coordination Experience

You've carefully planned every detail and now it's time to step back and truly enjoy it. As your wedding day approaches, we take over the logistics, ensuring everything runs seamlessly so you can be fully present from beginning to end.

Too often, it's your closest friends and family who are left managing timelines and troubleshooting behind the scenes. With dedicated coordination in place, your loved ones are free to relax, celebrate, and experience the day alongside you.

With a calm, professional presence, our focus remains entirely on your wedding. We manage the flow of the day, oversee every detail, and quietly handle anything that arises—so everything feels effortless, considered, and exactly as it should be.



What's Included

- **Takeover** – From two months before your wedding day, I'll take over the planning and coordination process to ensure every element of your celebration is perfectly organized.
- **Comprehensive Event Planning** - Create a detailed runsheet and timeline covering all ceremony and reception activities. This schedule will be shared with all relevant guests, vendors, and suppliers to ensure smooth coordination throughout the day.
- **Vendor Communication & Confirmation** - Establish and maintain contact with all contracted vendors, confirming details and timelines to guarantee everything is in place.
- **Ceremony & Reception Setup** - Set up signage, chairs, reception and other key items to ensure every detail aligns with your vision.
- **On-Site Coordination** - Provide up to 10 hours of on-site supervision and management across your ceremony and reception (additional hours billed at \$120 per hour).
- **Collection & Care of Personal Items** - Gather and return all essential materials, keepsakes, and gifts to you safely at the end of the celebration.
- **Problem Solving** - Address any unexpected challenges on the day, offering prompt and effective solutions to keep everything on track.
- **Tailored Support** - Manage any special requests or unique elements specific to your wedding, ensuring a truly personalized experience.

All packages are fully customisable to suit your individual needs. Prices will be adjusted accordingly based on your specific requirements and level of support.

On-the-day coordination includes up to 10 hours of coverage. Any additional hours required will be charged at \$120 per hour.

From \$1500 (+GST if applicable)

Fuel to be added to the final invoice - \$1.50 per KM.

The Styling Add-on

Designed as a seamless addition to our Coordination package, this service is for couples who want a beautifully considered and coordinated look, without the overwhelm of sourcing and decision-making alone.

We guide you through the styling of both your ceremony and reception, working closely with you to bring every detail together.

From florals, tableware, linen, décor and signage, we oversee sourcing, liaise with suppliers, and curate selections that come together seamlessly as part of your overall aesthetic.

For those wanting a truly effortless experience, setup can be included as an additional service—so you can step away, relax, and enjoy the evening before your wedding, knowing every detail will be beautifully brought to life.



What's Included

- **Takeover** – Takeover will be during the winter before your wedding, around 6/7 months before your wedding date.
- **Assistance** - with the research, selection, booking, and management of the following key styling vendors: Florist, tableware hire, linen, decor. and signage.
- **Ceremony styling designs** - We work with you to create your full styling design for your ceremony: including your arrangement, bouquets and buttonholes and confetti.
- **Reception styling designs** - Your cocktail hour and reception are also designed with every detail, letting the day flow from one to another naturally.
- **Custom Signage** - Designs for your signage will fit with your theme, with writing styles and colours matching throughout your welcome sign, seating chart, bar menu and food menus.
- **Hire Range** - Our hire range will be available to you, featuring a selection of crockery, cutlery, glassware and
- **Reception Setup** - Set up of the linen, tableware, menus and furniture hire for the reception the day before. All other signage and flowers will be set up the morning of.
- **The Coordination Experience** - This add-on is only for clients who book our coordination package.

From \$1000 (+GST if applicable)

Fuel to be added to the final invoice - \$1.50 per KM.