



A Dream Come True Events
Bringing dreams to life

on-the-day coordination

2023/2024

FOR UP TO 120 GUESTS



Wrap-up a week before your wedding as well as coordination on your wedding day.

Any additional requirements will be invoiced separately.

on-the-day coordination

R12000

This package includes:

- An initial consultation:
 - o Discussing your Big Day

- Drafting of all schedules required:
 - o Setup & breakdown schedules
 - o Beauty and hair schedule
 - o Running of the full day schedule including:
 - MC duties slotted into main schedule with a list of venue house rules
 - DJ schedule with song list for wedding proceedings (if applicable)

- A final consultation:
 - o Hand-over of all the final details and draft schedules finalisation
 - o Liaising with all suppliers, sending all schedules, make changes where requested

- Wedding rehearsal at ceremony venue (if applicable)
- On the day coordination (up to 12 hours 9am – 9pm) including management of setup by all suppliers

- * Additional hours required and requested by the couple will be charged at our current hourly rate.

- * Communication and Accommodation costs will be logged and charged according to venue, distance and time duration. This only applies to weddings outside of Cape Town/Paarl/Stellenbosch surrounds.

- * Travelling costs for any appointments not at our premises or for travelling to the venue on the wedding day is covered up to a maximum of 50kms from the Plumstead area. Any travelling after this will be subject to a per kilometre cost that is payable by the Client.

- * Fees payable will be calculated and it is the responsibility of the client to ensure the monies due, reflects in our account within 48 hours before the wedding day.

* For weddings with a pax of up to 150 guests, this package fee will be R 15 000.00

* For weddings with a pax of up to 200 guests, this package fee will be R 18 000.00

* For weddings with a pax of more than 200 guests, a custom package fee will be calculated.

N.B. Please note that for all packages, our terms and conditions apply and must be signed off prior to the commencement of any work.