



704.681.0593
contact@bridalaffairsnc.com
bridalaffairsnc.com
Charlotte, NC

WEDDING & PLANNING GUIDE

All-Inclusive Packages

THE PLATINUM PACKAGE

Our Luxury Package; includes the following services and the convenience of having only one company for all of your needs:

Wedding DJ - 4-hour service, includes DJ, Master of Ceremonies, 2 Speakers, Wireless Microphones and access to our Online Planning tool with Complimentary Dance Floor Lighting.

Photo Booth - 4-hour Premium Photo Booth Service with Video Messaging, Custom Photo Strips, Free Scrapbook and a Professional Attendant.

Full Event Planning - Fairytale Collection - Includes 1 Lead Coordinator and Assistant Coordinator who will help you plan your wedding from Engagement to "I Do".

Ceremony Music. Includes Speaker and lapel clip-on wireless microphone.

Your Investment \$5995

Savings of \$390 if booking services separately. We require a non-refundable retainer fee of 25% of the total to secure your date when booking a Package. The remaining balance is due 14 days before the event date.

THE DIAMOND PACKAGE

Our Upscale Package; includes the following services and the convenience of having only one company for most of your needs:

Wedding DJ - 4-hour service, includes DJ, Master of Ceremonies, 2 Speakers, Wireless Microphones and access to our Online Planning tool with Complimentary Dance Floor Lighting.

Photo Booth - 4-hour Premium Photo Booth Service with Video, Custom Photo Strips, Free Scrapbook and a Professional Attendant.

Partial Event Planning – Blissful Collection - For brides who have booked their venue and needs less assistance than our full wedding coordinating service.

Your Investment \$3890

Savings of \$300 if booking services separately. We require a non-refundable retainer fee of 25% of the total to secure your date when booking a Package. The remaining balance is due 14 days before the event date.

THE GOLD PACKAGE

Our Deluxe Package; includes the following services:

Wedding DJ - 4-hour service, includes DJ, Master of Ceremonies, 2 Speakers, Wireless Microphones and access to our Online Planning tool with Complimentary Dance Floor Lighting.

Photo Booth - 4-hour Premium Photo Booth Service with Video, Custom Photo Strips, Free Scrapbook and a Professional Attendant.

Wedding Day Management – Classic Collection - For the bride that wants a stress-free wedding day. Let us take care of the final details for you.

Your Investment \$2590

Savings of \$300 if booking services separately. We require a non-refundable retainer fee of 25% of the total to secure your date when booking a Package. The remaining balance is due 14 days before the event date.

THE SILVER PACKAGE

Our Essentials Package; includes the following services:

Wedding DJ - 4-hour service, includes DJ, Master of Ceremonies, 2 Speakers, Wireless Microphones and access to our Online Planning tool with Complimentary Dance Floor Lighting.

Photo Booth - 4-hour Premium Photo Booth Service with Video, Custom Photo Strips, Free Scrapbook and a Professional Attendant.

Your Investment \$1490

Savings of \$200 if booking services separately. We require a non-refundable retainer fee of 25% of the total to secure your date when booking a Package. The remaining balance is due 14 days before the event date.

Stand-Alone Services

WEDDING DJs

Includes a Professional Wedding DJ who will help you create, plan and organize your event. The DJ will meet with you 2 weeks before the event to go over song selections, name pronunciations and final details. You get full access of our Online Planning tool where you choose and preview your special songs (first dance, father daughter dance, etc.), edit your reception questionnaires, create timelines, make payments online and many other features that will make your planning easier.

Includes 2 speakers, 1 wireless microphone, professional-grade equipment. We provide our own table (unless you are trying to reproduce a special look, we can use a linen you provide). We require easy access to an outlet and a space 10 feet long and 5 feet deep.

Saturday Events

4-Hour Professional DJ Service (Complimentary Dance Floor Lighting) \$895

Sunday thru Friday Events

4-Hour Professional DJ Service (Complimentary Dance Floor Lighting) \$695

***Add Photo Booth service and get a \$200 discount when booking together!**

Additional hours are at a rate of \$100/hr.

All taxes and fees are included in Charlotte area, travel fees for other areas may apply.

We require a non-refundable retainer fee of 50% of the total to secure your date when booking a Stand-Alone service. The remaining balance is due 14 days before the event date.

W E D D I N G D J A D D - O N S

Dance Floor Lighting

State-of-the-art LED lighting will enhance the ambiance of your party.

Complimentary with any DJ or Package booking!

Ceremony Music

A separate set-up with 1 speaker, a lapel clip-on wireless microphone, and the DJ controlling the volumes, cues and music for the Ceremony. 1 hour coverage.

+\$195

Cocktail Hour Music

A separate set-up with 1 speaker and music provided during Cocktail Hour. 1 hour coverage.

+\$150 (\$100/hr if using same Reception Set-Up).

Uplighting

16 LED Uplights that will enhance the look of your room. These uplights will be strategically placed around your room to create a color-wash effect. Choose your favorite color.

+\$295

Video Slideshow

Two 55" HDTVs that can project slideshows, monograms, videos or live video feed for the enjoyment of your guests. It adds a personal touch to your event. We will take care of the slideshow for you, you provide us with the pictures and we will create an elegant slideshow with music for you.

+\$250

Monogram Spotlight

A beautiful monogram spotlight which can be projected on the wall or dance floor. Adds elegance and a personal touch to your event. Choose from over 40 designs.

+\$200

Add-ons must be combined with DJ or Photo Booth Service.

PHOTO BOOTH

Includes a Premium Photo Booth Service with HD Video Messaging, an elegant booth, fun props, customized photo strips (choose your colors and design) online gallery for your photos and videos, free scrapbook, standard black backdrop, unlimited prints during session, and a friendly and knowledgeable attendant.

We provide our own table and a black linen (unless you are trying to reproduce a special look we can always use a linen you provide). We require easy access to an outlet and 5x10 space.

4-Hour Premium Photo Booth Service

\$795

***Add Wedding DJ service and get a \$200 discount when booking together!**

Additional hours are at a rate of \$100/hr.

All taxes and fees are included.

We require a non-refundable retainer fee of 50% of the total to secure your date when booking a Stand-Alone service. The remaining balance is due 14 days before the event date.

PHOTO BOOTH ADD - ONS

Backdrop

Personalize your photo booth experience by adding a backdrop of your choice

Fabric Backdrop - Assorted Colors +\$49

Deluxe Shimmery Backdrop - Silver, Gold or Rose Gold +\$79

Add-ons must be combined with a DJ or Photo Booth Service.

EVENT PLANNING

DAY COORDINATOR - CLASSIC COLLECTION

\$1200

Pre-Wedding

Unlimited contact via email

Monthly email check ins to ensure the planning is running smoothly and on track

Receive a planning checklist

Production of a detailed wedding day itinerary

Review of vendor contracts

Confirm arrangements, check delivery dates, arrival times, quantities of rentals, with all vendors.

Detailed timeline will be sent one week prior to all vendors for review

Etiquette advisement

Preferred vendor list

(1) Wedding planning session

(1) Venue walk- through meeting

(1) Final meeting

Wedding Rehearsal

Coordinate wedding rehearsal (1 hour)

Distribute detailed wedding day itinerary to wedding party, family, and attendants

Collect/distribute final payments for vendors

Collect wedding day items such as marriage license, guest book, cake knife, cake topper, toasting flutes, candles, programs, place cards, etc.

Wedding Day

1 certified wedding planner and 1 assistant wedding planner

Manage the flow and timing of the ceremony and reception

Act as a liaison between wedding party, family members, and vendors.

Use of extensive Bridal Emergency kit. We will be ready and available to solve any unexpected situations or emergencies

Ceremony (2 hours)

Distribute bouquets and pin flowers on attendants and family members

Direct Photographer, videographer, musicians, rentals, florist, etc where to set up.

Oversee set up of the ceremony to make sure all commitments are fulfilled

Distribute final payments/gratuities

Set up all ceremony décor not handled by a specific vendor, (i.e. guest book, unity candles, programs, pictures, etc)

Direct ushers with programs and seating distribution

Line up and cue wedding party/musicians for the ceremony

Give marriage license to officiant

Collect all personal wedding items and gifts and deliver to reception site

Cocktail Hour & Reception (up to 8 hours)

Set up all reception décor not handled by specific vendor

Manage vendor set up of reception and make sure all commitments are fulfilled

Bustle wedding gown

Line up and cue bride, groom, and bridal party for grand entrance

Assist the band or DJ in cueing important events and transitions

Cue bride and groom for all important events

Maintain & Coordinate timeline for all events during reception

Stay in communication with catering staff to ensure things are going smoothly

Prepare for grand exit, including providing over night bags for the couple in their getaway vehicle

Clean up the wedding items and pack them for designated person

PARTIAL EVENT PLANNING - BLISSFUL COLLECTION

\$2500

Pre-Wedding

Unlimited contact via email

Monthly email check ins to ensure the planning is running smoothly and on track

Monthly newsletter filled with wedding tips and ideas

Receive a planning checklist

Production of a detailed wedding day itinerary

Review of vendor contracts

Confirm arrangements, check delivery dates, arrival times, quantities of rentals, with all vendors.

Detailed timeline will be sent one week prior to all vendors for review

Etiquette advisement

Preferred vendor list

(4) Wedding Planning sessions

(5) Vendor meetings for the wedding planner to attend in categories of your choice (Florist, caterer, photographer, videographer, baker, etc)

(1) Venue walk through meeting

(1) Final meeting

Budget management

Guest accommodations

Assistance in arranging all transportation needs

Event design, theme, and décor assistance

Complimentary use of charger plates (choice of gold or silver)

Wedding Rehearsal

Coordinate wedding rehearsal (1 hour)

Distribute detailed wedding day itinerary to wedding party, family, and attendants

Collect/distribute final payments for vendors

Collect wedding day items such as marriage license, guest book, cake knife, cake topper, toasting flutes, candles, programs, place cards, etc.

Wedding Day

1 certified wedding planner and 1 wedding planner assistant

Manage the flow and timing of the ceremony and reception

Act as a liaison between wedding party, family members, and vendors.

Use of extensive Bridal Emergency kit. We will be ready and available to solve any unexpected situations or emergencies. (See Emergency kit supplies list)

Ceremony (2 hours)

Distribute bouquets and pin flowers on attendants and family members

Direct Photographer, videographer, musicians, rentals, florist, etc where to set up.

Oversee set up of the ceremony to make sure all commitments are fulfilled

Distribute final payments/gratuities

Set up all ceremony décor not handled by a specific vendor, (i.e. guest book, unity candles, programs, pictures, etc)

Direct ushers with programs and seating distribution

Line up and cue wedding party/musicians for the ceremony

Give marriage license to officiant

Collect all personal wedding items and gifts and deliver to reception site

Cocktail Hour & Reception (up to 8 hours)

Set up all reception décor not handled by specific vendor

Manage vendor set up of reception and make sure all commitments are fulfilled

Bustle wedding gown

Line up and cue bride, groom, and bridal party for grand entrance

Assist the band or DJ in cueing important events and transitions

Cue bride and groom for all important events

Maintain & Coordinate timeline for all events during reception

Stay in communication with catering staff to ensure things are going smoothly

Prepare for grand exit, including providing over night bags for the couple in their getaway vehicle

Clean up the wedding items and pack them for designated person

FULL EVENT PLANNING - FAIRYTALE COLLECTION

\$4500

Pre-Wedding

Unlimited Wedding planning sessions

Unlimited Vendor meetings

Unlimited contact via email

Monthly newsletter filled with wedding tips and ideas

Monthly email check ins to ensure the planning is running smoothly and on track

Receive a planning checklist

Production of a detailed wedding day itinerary

Review of vendor contracts

Confirm arrangements, check delivery dates, arrival times, quantities of rentals, with all vendors.

Detailed timeline will be sent one week prior to all vendors for review

Etiquette advisement

Preferred vendor list

Venue walk through meeting

Final meeting

Budget management

Event design, theme, and décor assistance

Food and beverage selection

Complimentary use of charger plates (choice of gold or silver)

RSVP tracking

Invitations assembly and mailing (postage not included)

Venue selection

Blocking hotel rooms

Attend all final bridal fittings
Wedding night room preparation
Assistance in arranging all transportation needs
Assemble and deliver welcome baskets (not included in cost of supplies)
Rehearsal dinner coordination
Brunch coordination
Honeymoon coordination

Wedding Rehearsal

Coordinate wedding rehearsal (1 hour)
Distribute detailed wedding day itinerary to wedding party, family, and attendants
Collect/distribute final payments for vendors
Collect wedding day items such as marriage license, guest book, cake knife, cake topper, toasting flutes, candles, programs, place cards, etc.

Wedding Day

2 wedding planners
Manage the flow and timing of the ceremony and reception
Act as a liaison between wedding party, family members, and vendors.
Use of extensive Bridal Emergency kit. We will be ready and available to solve any unexpected situations or emergencies. (See Emergency kit supplies list)

Ceremony (2 hours)

Distribute bouquets and pin flowers on attendants and family members
Direct Photographer, videographer, musicians, rentals, florist, etc where to set up.
Oversee set up of the ceremony to make sure all commitments are fulfilled
Distribute final payments/gratuities
Set up all ceremony décor not handled by a specific vendor, (i.e. guest book, unity candles, programs, pictures, etc)
Direct ushers with programs and seating distribution
Line up and cue wedding party/musicians for the ceremony
Give marriage license to officiant
Collect all personal wedding items and gifts and deliver to reception site

Cocktail Hour & Reception (up to 8 hours)

Set up all reception décor not handled by specific vendor
Manage vendor set up of reception and make sure all commitments are fulfilled
Bustle wedding gown
Line up and cue bride, groom, and bridal party for grand entrance
Assist the band or DJ in cueing important events and transitions
Cue bride and groom for all important events
Maintain & Coordinate timeline for all events during reception
Stay in communication with catering staff to ensure things are going smoothly
Prepare for grand exit, including providing over night bags for the couple in their getaway vehicle
Clean up the wedding items and pack them for designated person