

the must have info

date of wedding	
brides name	
contact number	
e-mail	
grooms name	
contact number	
email	
alternative contact or other people we should know of	
why is this person involved?	
number	
email	

now the finer detail

wedding venue	
reception venue	
any other important venues	
how many guests	
budget for flowers including décor and flowers for bridal party	
tell us everything or as much as you can about your wedding	

colour scheme	
must have's from a flower point of view	
definite no-no's	
anything else you want to emphasise	

more on the wedding

time of wedding	
what do you need from us – our check list includes: <ul style="list-style-type: none"> - welcome drinks (if any) - reserved seats - flyers - flowers - aisle decor - other décor - confetti - after service drinks (if any) 	
venue contact details	

more on the reception

time of reception	
what do you need from us – our check list includes: <ul style="list-style-type: none"> - pre-dinner drinks - pre-dinner snacks - registration/table allocation area - number of tables - cake area - gift table 	

<ul style="list-style-type: none"> - dj and dancefloor - bar area - podium/speech area - guest book area - food area - table linen - table décor - table numbers 	
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bridal party flowers

bridal bouquet must have's and no-no's	
number of bridesmaids	
bridesmaid's bouquet must have's and no-no's	
number of flower girls	
flower girl bouquet must have's and no-no's	
amount of boutonnieres for the men	
amount of corsages for the ladies	

lastly

any other info worth mentioning	
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