



TIMELESS EVENTS BY SARAH

Package & Information Guide

timelessevents.com.au

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HI, I'M SARAH

As an authorised Celebrant, MC and On The Day Coordinator, I love creating unique and relaxed ceremonies that capture the individual couples unique love story and to celebrate their special moments.

I live in Geelong, but grew up in Echuca-Moama and love getting home when I can and who doesn't love a road trip!
I am available for weddings across Victoria.

With over 10 years experience in the events industry, I understand what it takes to plan and organise events and I love helping people create the day of their dreams.

Planning your wedding is an exciting time and I want you to enjoy every moment which is where I come in.
Contact me today and let me take care of you.



FAQ

How early should couples start planning their wedding?

The sooner the better but 12 months is a good place to start. You wouldn't believe how quickly vendors book out, so don't leave yourself overwhelmed and disappointed.

Where are you located?

I live in Geelong and grew up in Echuca-Moama, I love a road trip so happy to travel to you.

Do you do same-sex weddings?

A million times YESS!!! LGBTQIA+, no matter how you identify or how you define your relationship, I'd love to be a part of your wedding day. Love is love and I'm 100% here for it!

Do you officiate elopements?

If you and your partner are thinking of skipping the fuss and running off to do a private ceremony with just the two of you or with a handful of your nearest and dearest, I'd be absolutely honoured to tag along and officiate.



PACKAGES

WEDDING CEREMONY

The total package, everything you need for your wedding ceremony

- + Unlimited meetings, phone calls, emails or zoom calls
- + Preparation and submission of all legal paperwork
- + Official Marriage Certificate from BDM
- + Preparation of personalised ceremony
 - + Ceremony rehearsal
- + Arrival 1 hour prior to ceremony
- + Officiation of wedding ceremony
 - + Keepsake Marriage Certificate
 - + Travel each way
- + PA system including microphone

LEGALS ONLY

Registry-style ceremony, perfect for an elopement

- + One meeting to complete initial paperwork
- + Unlimited phone calls, emails or zoom calls
- + Preparation and submission of legal paperwork
 - + Official Marriage Certificate from BDM
- + Arrival 30 minutes prior to ceremony
- + Officiation of ceremony
 - + Travel each way
- + PA system including microphone (depending on number of guests)

MASTER OF CEREMONIES (MC)

The MC is there to host your reception and ensure your night runs smoothly.

- + Unlimited meetings, phone calls, emails or zoom calls
- + Preparation of reception timeline
 - + Arrival 1 hour prior to reception
 - + Facilitate reception including; welcoming, housekeeping, wedding party entrance, facilitation of speeches, cutting of cake, first dance etc
 - + Liaison for entertainment and venue coordinator throughout reception
 - + Travel each way
- + PA system including microphone (if required)

ON THE DAY COORDINATION

Let me take care of everything on the day so you can relax

- + Unlimited meetings, phone calls, emails or zoom calls
- + Six hours of on-the-day coordination
- + Preparation of wedding day timeline
 - + You plan your day and let me bring it to life
 - + Liaise with all suppliers
 - + Travel each way

MY PROCESS AND HOW IT ALL WORKS

Keeping it easy-peasy and stress-free, just for you

01.

Let's meet

A no obligation chat for us to get a feel for each other and make sure we are a good fit. We'll chat about your plans and how we can make it all work.

02.

Lock it in

Yay! We'll finalise your deposit and sign the dotted lines to secure your booking.

03.

Notice of Intended Marriage Form

We will complete and sign the Notice of Intended Marriage form (NOIM).

04.

I get writing

I pull together all of the details of your day and write the perfect love story that captures your relationship from start to finish.

05.

Rehearsal

Within the week prior to your big day, we will meet at the venue for a rehearsal / practice. It is very helpful in making sure everyone knows what is happening on the big day.

06.

THE BIG DAY

Yay, the day has arrived! I will officiate your ceremony and assist with group and family photos afterwards. Pop the champagne... you're married!

07.

Make it legal

I will submit all of the legal paperwork and order your official marriage certificate which will arrive in your letterbox within 4-6 weeks.

HOW TO BOOK

HERE'S HOW YOU CAN LOCK ME IN FOR
YOUR WEDDING DAY

Let's Get This Party Started!

Ready to make this official?

Email me at sarah@timelessevents.com.au with your chosen package, date and location of your wedding.

A booking form and 50% deposit invoice will then be provided to secure your booking.



WANT TO CHAT FURTHER?

Let's organise a catch up

Send me an email and we will organise a catch-up. We can do this in person or over Zoom. During our catch up you can ask as many questions as you'd like and get a feel for what it'll be like working together. A bit like a blind date, think of this as your chance to suss me out.

Your happiness is my happiness

There is zero obligation to book during our catch up, so no pressure whatsoever. I want you to feel 100% comfortable and confident in your booking once we've hashed out all the details. If you're in, I'm in!

Please note that I do book out pretty far in advance, so it's best to get in touch with me sooner rather than later, to avoid any disappointment.

I look forward to meeting you soon. x

LOVE NOTES & KIND WORDS

Testimonials I've received from other couples



Thank you, from the bottom of our hearts, we could not have asked for a more perfect day. You went above and beyond to ensure our day and night ran incredibly smoothly. Your warm, caring and bubbly nature make you a joy to be around. We could not recommend you highly enough.

— Sonn & Ash



Sarah was our celebrant, MC and on the day coordinator. She was fabulous and made sure our wedding day and night went off without a hitch. She was very professional yet still a lot of fun and brought the exact energy to our day that we were after.

— Sally & Ron



Sarah was incredible and set the perfect relaxed and fun tone for our day. She was a huge support throughout the entire process and made sure we felt comfortable. Sarah was the perfect choice for us and we couldn't have asked for a better person to marry us.

— Stevee & James



TIMELESS EVENTS BY SARAH

*Our journey's just starting.
Ready to discover the magic that awaits?*

Get in touch & stay in the loop

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