

Our Packages

DE SILVA LINING EVENTS 2023



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Wedding Assistance



Consultation on the following areas;

- Styling - cementing your ideas
- Set up - your drop off appointment + allocating your wedding day ally
- Timelines + run sheets - who goes where and when
- Budget - where to save + where to splurge
- Cultural + personal traditions - ensuring this is authentic to who you are
- Meal service style - Grazing? Cocktail? Alternate Drop? What's this 'Feasting' you are talking about?!
- Ceremony - who goes where, when and why and how (specifically if your ceremony + reception locations differ)
- Reception - how to organise a party you have fun at
- Supplier recommendations - we only like to party with cool people. You should too.

Pricing

\$95/hr

\$50/30 mins

Meetings can be virtual or face to face - though we'd much prefer to chat over a glass of vino, but if a screen's more your vibe, we're cool with a PJ party too!

On-the-Day Coordination



Pricing

Monday - Thursday

\$570 - 6 Hours

\$650 - 10 Hours

Friday - Sunday

\$1090 - 6 Hours

\$1690 - 10 Hours

This includes 2 hours of face to face or virtual meetings prior to the day, and the above hours on site.

Additional time on site
\$95/hr for Monday - Thursday or
\$150/hr for Friday - Sunday

Think of this as your Vodka Lime Soda - simple, delicious, an old favourite, and the little bit of lime just adds a little bit of spice into your life! If you're the kind of couple that have got this down pat; but just want someone there on the day to make sure everything goes to plan, this is the package for you. Throw your worries away, we're here to supervise the day!

Our on the day coordination package includes the following;

- Main point of contact from 2 weeks out - so you can chill out, get waxed + enjoy the love bubble
- Runsheet creation + execution - early AF to closing time, we cover all your bases so you can hit a home run
- Ceremony coordination - we make sure who's who in the zoo is in their correct places, your friendly zoo keepers at your service
- Reception coordination - from your entrance to your exit, we manage all the smoke + mirrors + you emerge crazy in love
- Supplier coordination - if discount DJ doesn't appear, cakes collapse or your florals are more frugal than you ordered, we're here to pull rabbits out of hats
- Set up - assisting with + triple checking your basic set up, we get our OCD on so you don't have to!

Wedding Styling

Do you have these amazing ideas about how you want your wedding to look, but seem to lose hours on Pinterest? Do you need a little help in honing in on your vision, and finding suppliers that can make it happen? Our planning package is your penultimate Pinterest board. A curated collection of the style you want to create for your big day - how you want guests to feel, what you want them to see, where you wanted them to be transported to - and recommendations to the suppliers that will get you there. We promise the whole thing will look stylin'!

So, what's actually included?

- Mood Boards - general vibes, cake-spiration, floral fancies, or luscious literary delights (ok, your invites), all in the one location, with all their friends
- Styling supplier recommendations - we have a keen eye for detail, but no warehouse, so we connect you with those who have an Aladdin's Cave
- Main supplier contact from 2 weeks out - contacting + coordinating your feast for the eye suppliers to ensure all wrinkles are ironed out
- Bump-in coordination - with elements being brought in from range of suppliers, you can rest assured we love directing traffic, rock a hi-vis vest and a timeline in hand!



Pricing

\$1,995 - 6 hours

\$2,375 - 10 hours

Includes 2 hours of face to face or virtual meetings prior to the day, and the above hours on site.

Additional time on site \$150/hr

Wedding Planning

If you've done any Google searching on 'where to start with planning a wedding?' you've probably seen that some say couples can spend up to 200 hours planning their wedding. Time is precious and this time should be spent enjoying your engagement rather than stressing about your upcoming big day, take a load off and let someone else do the hard work while you only have to make the big decisions.

Our planning services include;

- Budget Creation - where to splurge and where to save and how to keep track of it all. Do you wanna fill in a spread sheet? Cos we've built just the one...
- Floorplans + seating charts - We do love a spreadsheet. Especially one that auto-populates AND comes with instructions; just need to fill in the blanks!
- Guestlist Management - Setting up your save the dates, to receiving your RSVPs, what to include on your invite... Can you tell we love a spreadsheet yet?
- Runsheet/Timeline - From the wee hours of the morning for your 'wedding day yoga class' till picking up the pair of shoes left under a table... You guessed it. Another spreadsheet.
- Supplier recommendations - Can we recommend a spreadsheet? Oh, we'll also throw in a couple of rockstars too. Y'know, the professionals who are good at THEIR jobs
- Cultural + personal traditions - love is love, and we adore celebrating YOUR love the way you want to. Want to do the zorba? Hell yeah. Wanna do a shot of vodka or water blindfolded, to figure out 'who wears the pants in the relationship'? Skal! (we promise this one isn't a spreadsheet)
- Menu + service style - between alternate drop, cocktail style and a feast fit for a king, this can be a complex and big decision. It isn't always as simple as just the chicken or the beef and it isn't a spreadsheet either, but it can be if you need a pro's and con's list!
- Main point of contact 4 weeks out - dotting I's and crossing T's, planned to perfection we are sure to please!

Pricing

\$4,370 - 6 hours

\$4,750 - 10 hours



This package includes over 40 hours of planning time. With 4 hours of face to face or virtual meetings prior to the day, and the above hours on site

Additional time on site \$150/hr

Wedding MC

We have all been to an event where the Master of Ceremonies (MC) hasn't quite... met the mark? Remember that time when Uncle Bob had one too many to drink, and thought he wanted to get up and say something lovely on the mic, and was up there for 15 minutes?

Or, the other end of the spectrum, where they try too hard, make all the lame jokes, and make it feel kind of kitch?

Not here!

In this house, we love Love, and let that do all the talking. We're just there to facilitate the formalities, then let you celebrate your way!

We look after your speakers - okay, not the electronic kind, but mum, dad, sister or whoever is getting up on the mic - we check in with them at the start, and also just before they're in the spotlight.

We look after all the background stuff - we liaise with the venue for timings, along with your entertainment, and ensure all your suppliers are on track with the run sheet.

We're flexible - we know that sometimes, people get a bit nervous, or some things don't go to plan, but we make it look like it was planned that way all along!



Pricing

\$1,025 - 5 hours (lunch)

\$1,200 - 7 hours (dinner)

This includes 1 hour of face to face or virtual meeting prior to the day, and the above hours on site

Additional time on site \$150/hr

Wedding Extraordinaire

Our wedding extraordinaire package is the bee's knees. It includes all of the goodies as described below;

PRE-WEDDING

- Mood Boards
- Supplier recommendations
- Budget creation + management
- Guestlist Management
- Floorplans + seating charts
- Runsheet/Timeline
- Cultural + personal traditions
- Menu + service style
- Main point of contact 4 weeks out

ON THE DAY

- Runsheet execution
- Bump-in coordination
- Ceremony coordination
- Reception coordination
- Supplier coordination
- Optional MC services, dependent on package booked



Pricing

\$6,725 - 6 hrs + MC

\$7,105 - 10 hrs + MC

\$5,700 - 6 hrs (no MC)

\$6,080 - 10hrs (no MC)

Including over 40 hours of planning time, 4 hours of face to face or virtual meetings prior to the day, and the above hours on site.

Additional time \$150/hr

Question Time!

Contract

We know you like to have your I's dotted and your T's crossed - same as us!
You will be sent a personalised contract with your wedding details, outlining your package inclusions, along with our T+Cs. We want your autograph and it sent back!
Your contract will also outline your payment schedule with DSLE.

Cancellations/Postponements

All our deposits are non-refundable. However, they are transferable to a new date, or alternative service.

Money Honey

The nitty gritty; deposit of 10%, non refundable, 100% transferable.
Further 40% due 1 month from your wedding date, Final due 1 week prior to your wedding date
*Please note that DSLE is NOT responsible for paying your other suppliers - we are happy to guide you, and might even be able to get you mates rates, but YOU are responsible for paying their invoices!

Venue Selection

Venue sourcing is not included in our packages. Most of our clients have booked their venue already.
If you need assistance in sourcing your venue, we offer this service at an additional fee.
Please request our 'Bougie Inclusions' document.

Additional Services

Kids, it's all in the Bougie Inclusion doc. We'll hook you up. Ask and you shall receive!

Travel

We love a road trip, and are excellent adult Tetris players (that's packing sh*t so neatly you barely even see it packed, for those playing at home). That in mind, anywhere within 2 hours drive of Melbourne CBD will not incur a travel fee. However, those that wander are not lost! We would be delighted to help you celebrate your special day further afield (gives us more of a singalong in the car!)
Please enquire further for our travel fees.

Recommendations

We pride ourselves on working with some of the best suppliers the industry has to offer.
You can trust that any of our recommendations are legends we've worked with before and love working with.
DSLE works as your eyes and ears for the day - we work with all your suppliers to ensure we're running to schedule + your vision.
Sadly, whilst we are your eyes and ears, we cannot be your purse-strings - all agreements with suppliers are between you and the suppliers - we're just the introducers + then manage them on the day!

Communication

We appreciate that your time is precious and this day is special for you, however we are also attending to many other couples in the same boat (and some that are earlier than yours!).
We endeavour to be as available as possible, and often host late evening catch ups to fit in around everyone's availability. We also ask that you appreciate other suppliers are busy, and may have alternative contact hours to us - please don't shoot the messenger!
*Most of our weddings happen on a Friday + Saturday night, so this is usually when we're not contactable.

Please read on if we have not yet answered your burning questions...

Question Time!

On The Big Day

You're nervous, you're excited, there's all sorts of emotions flying around!
We come in as your organising cheer squad/additional bridesmaid for the day, with all the bells and whistles.
All of our co-ordinators are equipped with their own 'Emergency Kit' worth over \$3,000.
his wheelie delight contains all the things you may not have thought of to get you (and your wedding party) through your big day. From safety pins to sewing kits to a steamer, we've got you covered.

Feed Me

Hanger. It's a scientific fact.
We come from a hospitality background, and beautiful Nonna's + Yiayia's who always tell you to eat.
We make sure that YOU eat, so please cater to us! We've often been running around behind the scenes for hours, making everything look effortless for you - if we are with you for over 6 hours, please feed us!
We're not asking for a seat at a guest table, but your venue/caterers will cater to supplier meals.
Please be sure to feed anyone that's with you for over 6 hours; it's the kind thing to do.

Dream Team

We're a tight-knit team at DSLE, and know that weddings with larger guest numbers (150+) sometimes need a firm guiding hand to keep all the moving parts going in time. This is where our dream team comes in - a second coordinator to assist with ceremony and reception for you. We've also had couples who want a coordinator with each half of the couple for getting ready and herding cats during getting ready time.
*The Dream Team is \$95/hr for a second coordinator, with a minimum 5 hour shift.

Adult Baby Sitting

Life is complicated, so are families. We know that things can get uncomfortable on high-emotion days (like wedding days). If you have a family member (or two) that you think might need to have an eye kept on them, this is a service that we offer!

Pets

Fur babes are always welcome! We love to be fur aunties to your babies, and more than happy to stash treats on ourselves to be the favourite person!

Feedback/Reviews

We ask for a review via email post wedding - we give you time to bask in the glow of married life + then slide into your DM's to make you reminisce!

