

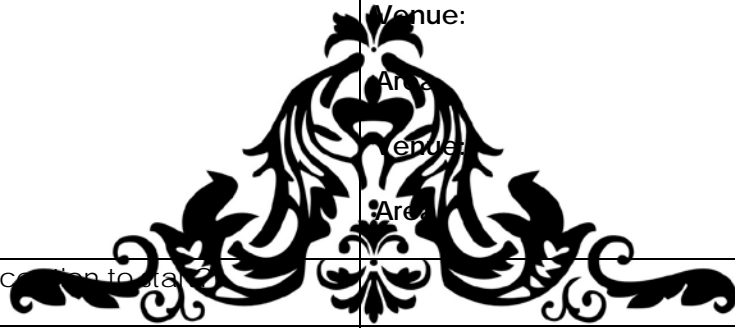


# WEDDING QUESTIONNAIRE

Congratulations on your engagement and thank you for trusting NDG to plan your special day. Please take the time to complete the questionnaire & fax back.

Name of Bride	
Contact number	
Name of Groom	
Contact number	
Place of residence	
Date of Wedding	
Number of Guests	
	
<b>TOTAL BUDGET</b>	
<b>PRE WEDDING</b>	
Would you like to have a pre-wedding function?	
In the form of a cocktail evening with family and attendants Barbeque/Braai Sunset drinks Rehearsal Dinner	
<b>WOULD YOU LIKE THE PLANNER TO ARRANGE THIS?</b>	
<b>THE WEDDING CEREMONY</b>	
What type of ceremony will you be having: Religious or Civil	
If Religious, please state Religion	
	
Do you require a minister/officer to perform your service?	
<i>weddings &amp; events co-ordination service</i>	
Please state your wedding ceremony location preference Venue:	
- (ie, outside garden, chapel, church, beach, outdoor, house, etc.) (state)	
What time will the ceremony start?	
Please take the time of year into consideration ie: winter/summer sunsets	
How many guests will be attending your wedding ceremony?	
Would you like String Musicians to play at your ceremony?	
<b>THE WEDDING RECEPTION</b>	
How many guests will be attending your wedding reception	

Describe the style of wedding you would like ie: Elegant, Casual, Traditional, Non-Traditional, other.	
What theme were you considering?	
Describe the colour scheme?	
Have you chosen a venue? If yes, where	<b>Venue:</b>  <b>Area:</b>
If no, name the venues you were considering	<b>Venue:</b>  <b>Area</b>  <b>Venue:</b>  <b>Area</b>  <b>Venue:</b>  <b>Area</b>
What time would you like the reception to start?	
Do you require dancing?	
Would you prefer a Band or a DJ?	
<b>INVITATIONS &amp; STATIONERY</b>	
Do you require a professional stationery designer to assist you with your wedding stationery?	<p>Please tick off the ones you will need assistance with;</p> <p>Wedding Invitations <input type="checkbox"/></p> <p>Name Place Cards <input type="checkbox"/></p> <p>Menus for the Tables <input type="checkbox"/></p> <p>Guests Seating Plan <input type="checkbox"/></p> <p>Order of Service <input type="checkbox"/></p> <p>Thank you cards <input type="checkbox"/></p> <p>Favors <input type="checkbox"/></p> <p>Guest Book <input type="checkbox"/></p>



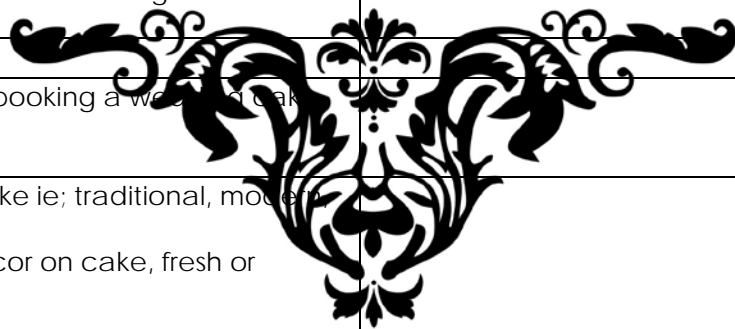
Describe the style and colour scheme you would like for your stationery?	
<b>FOOD &amp; WINE</b>	
Will your wedding be a breakfast, brunch, lunch or dinner?	
Would you like arrival breakfast/lunch drinks to be served?	
Would you like pre-dinner drinks to be served?	
Would you like cocktails/canapés served with the above?	
Do you prefer having a set menu or a buffet?	
What type of food would you like to have at your wedding? ie: Local south African, Seafood, Indian, Fusion, Sushi, Oysters Other	
Will there be any Kosher/Halaal/Muslim guests at your wedding? How Many?	
How strict are they with keeping to their religion?	
Will a Kiddies Menu be applicable?	
What amount are you looking to budget for per person?	
Would you like to serve your wedding cake at your reception?	
Will you be serving wine at your wedding?	
Are you prepared to use the venue's wines?	
Would you prefer to bring in your own wine?	
Corkage will be charged – amounts differ for each venue	
<b>TRANSPORT</b>	
How will you get to your wedding?	
Do you require transport?	
What type of transport were you considering? Bentley, Rolls Royce, Limousine, Horse and Carriage, Modern Vehicle?	
How long will you require the bridal car for?	
Would any of the guests attending require transport services?	



<b>WEDDING COUTURE</b>	
Would you require your dress maker to be made by a designer or a dressmaker?  What is your budget for your wedding dress?	
What is your color preference for your wedding dress?  White, Ivory, Champagne, other  What style were you considering?	
Will you be having your bridesmaid's dresses made or bought?  Who will be paying for the dresses? Shoes? Accessories?	
Do you need to hire or buy suits for the groom and groomsmen?	
<b>HAIR &amp; MAKEUP</b>	
Do you require a Hair & Makeup artist on the day?	
Would you require this service for your bridesmaids and mother?	
Describe your preference in makeup - heavy, light or natural	
Please indicate if you have long or short hair.	
Would you be requiring beauty treatments? <i>weddings &amp; events co-ordination service</i> Do you need the wedding planner to arrange this?	
<b>WEDDING CAKE</b>	
Do you require assistance with booking a wedding cake supplier?	
Please describe your style of cake ie; traditional, modern, fun, Cup cakes, amount of tiers, décor on cake, fresh or artificial flowers.	
What flavor would you like?	
<b>FLOWERS</b>	
Do you want flowers at both the ceremony and the reception?	



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<p>Please indicate if required as well as <b>quantities</b></p> <p>Bridal Bouquet          Bridesmaids bouquets          Buttonholes          Corsages          Flower Girls baskets          Confetti (advise in what form ie. petals,scatterlings, bubbles, feathers, rice, etc)          Flower arrangements for tables</p>	
<p>Please indicate which flowers and colors you would like to use.</p>	
<p>Would you like to add additional lighting, candles to enhance the atmosphere, ie candles, light boxes, fairy lights, etc.</p>	
<p><b>DÉCOR</b> – The venue normally supplies the tables, chairs, cutlery &amp; crockery. Décor specialists will be used to create your vision.</p>	
<p>Would you like to hire in other chairs?</p>	
<p>Prefer chair covers?</p>	
<p>Would you like to hire in table clothes to suit your theme?</p>	
<p>Centrepieces? Ideas</p>	
<p>Extras, ie underplates, tiebacks for chair covers, napkins, napkin holders?</p>	
<p>Would you prefer to hire in crockery and cutlery to replace what the chosen venue provides?</p>	
<p><b>ENTERTAINMENT AND MUSIC</b></p> <p>Preferred type of music for ceremony? Ie, string quartet, traditional church music,etc</p>	
<p>Wedding pre-drinks? Please specify</p> <p>Background music, strings, Sax, Guitarist, African Marimba Band, Latin band.</p>	
<p><b>WEDDING PHOTOGRAPHER &amp; VIDEOGRAPHER</b></p>	
<p>Will you be requiring a photographer?</p>	

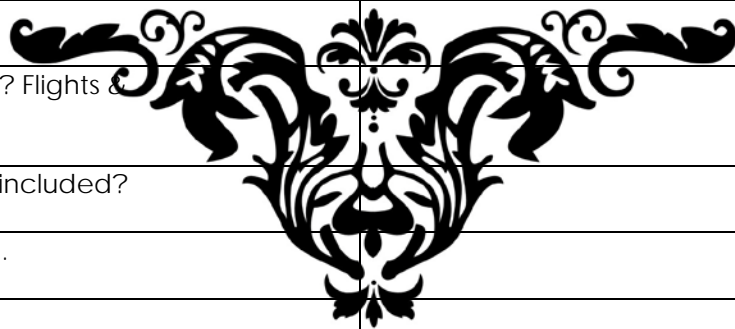


Any favourites?	
Will you be requiring a videographer?	
<b>ACCOMODATION FOR YOU AND YOUR GUESTS</b>	
Have you made bookings for your wedding night? Do you need assistance?	
Do you need special accommodation to get ready on the day of the wedding?	
Will there be out of town guests requiring accommodation? If yes, how many?	
What type of accommodation would you prefer? E.g. hotel, guest house, self catering, villa, penthouse.	
Dates required for accommodation ? For the Bride & Groom	
For the guests?	
<b>HONEYMOON</b>	
Would you like us to arrange your honeymoon?	
Destination	
How many days?	
From date to date?	
Would you like a package deal? Flights & Accommodation	
Would you like a tour package included?	
Special requests? Dietary, etc....	
<b>Other specific requests:</b>	



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