



Toes in Sand, Worry-Free Wedding Planning

Congratulations on your engagement! Thank you for contacting me about the possibility of coordinating your upcoming wedding. I would be thrilled to be a part of your special day!

I have 27 years of experience as a professional travel consultant, with over 15 years coordinating destination weddings and providing memorable stress-free events. Should you decide to contract with me I will make sure that you are able to take part in all the fun decisions regarding your wedding without having to worry about the often stressful particulars.

From the moment you become my client I look out for your best interests, from contracting out for the best prices, to making sure every last detail comes together when it is should. I want to make sure your day is everything you imagined and more. I specialize in creatively combining all the aspects of travel with your wedding to make sure it reflects your wishes and your personality. My goal is to create a destination wedding that you and your guests will remember for many years to come.

Enclosed within this kit is a list of common services with which I can assist. Please know that these are guidelines, and that we can customize and coordinate any wedding to match your vision. With destination weddings, I understand how important it is to create not only a dream wedding for you, but to consider your guests in terms of activities and budget. Reviews from my past destination wedding clients can be found at <http://a-destinationwedding.com/testimonials/>.

I welcome you to set up an appointment to visit my office where we can talk more about your wedding. Alternatively, please feel free to contact me via email, or call me at any time should you have questions.

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WHY USE A DESTINATION WEDDING SPECIALIST?

You may be asking yourself, why do I need a destination wedding specialist? Destination weddings are most definitely a little different than a traditional wedding. They consist of a ceremony, reception, vacations for both the Bride & Groom and their guests, as well as a honeymoon, all rolled into one! There are several distinct advantages to using a destination wedding specialist.

Time Saver & Relieves Your Stress

While it may be exciting and intriguing to research and plan your destination wedding yourself, it can become very time consuming. It may take time away from something else important that requires your full attention. Your time is precious. Planning a destination wedding sometimes requires coordinating guests from different cities. It requires long distance calls to foreign countries, or dealing with suppliers who do not speak English fluently. It requires negotiating with airlines, resorts, and more. The back and forth can be quite stressful.

A destination wedding specialist can save you time and relieve your stress. I already have solid relationships with many suppliers and resorts worldwide, and know who to trust.

Deals & Perks

It's possible for you to spend hours searching online or calling resorts and airlines for special deals. And yes, you may find some low rates. But finding space for an entire group online, and at these internet prices, is usually just not possible. A destination wedding specialist has established relationships with various suppliers and foreign resorts. They often offer us deals and promotions for groups much better than what you may find online, and I pass that savings on to you.

Inside Knowledge

It's great to search online and see pretty websites of foreign resorts, but how do you know these images are realistic? Destination wedding specialists consistently receive firsthand feedback on properties from guests and colleagues, or have actually been there! We can provide an accurate and honest opinion on these properties, and how it may or may not be suited for you.

A destination wedding specialist who actually visits foreign wedding resorts and locations is your eyes and ears. I have access to current knowledge on the condition and service of many locations. I know which best suits your destination wedding plans and budget. By keeping up to date with resorts and their offers, I know which is available, which may be under repairs and renovations, and which have the best deals to offer groups.

Solve Problems

If any issues or problems arise between you and your airline or resort, it will be up to you to solve them. However, a destination wedding specialist is your representative. If anything goes wrong, I take care of it for you.

Benefit from my knowledge. Benefit from my experience. Benefit from my relationships.

SERVICES PROVIDED – WHY CHOOSE US?

A-DestinationWedding is the part of the Elgin Travel Group located in St. Thomas. Nicole is a certified wedding planner & the head destination wedding advisor. Both Taylor, junior planner and assistant, and Nicole strive to make wedding planning as fun and stress free as possible. With either of our concierge packages, as your wedding planners, we will be available from start to finish. We will provide all the choices and suggestions you could possibly need and will then execute your instructions down to the last detail. Our goal is to make your wedding day the happy celebration that you envisioned.

Here's what you can expect from us. (FREE SERVICES)

- Assistance in selecting a destination for travel if you have not already chosen one. We will also recommend resorts we feel best suit your interests, budget and travel dates.
- We will obtain group quotes from our preferred suppliers, and provide you with a detailed quote sheet including price, as well as any "perks" available for your group.
- Once you've chosen your resort, we will handle reserving your wedding date and time, before any travel arrangements are made.
- We will forward ceremony packages as received from the onsite wedding coordinator. Should you require assistance with choosing a package, deciding on venue options, reviewing menu plans, or more extensive pre and post planning assistance, please see our comprehensive "concierge" plans.
- We ensure you are aware of the documentation requirements for legal ceremonies in the destination you've chosen.
- We will provide you with a toll-free number as well as an email for your guests to contact us for questions, and make arrangements to join your group.
- We will provide you with a personalized wedding webpage, as well as an online booking form for your guests which includes all pertinent travel details and resort information. (See example here; <http://a-destinationwedding.com/laurendylan/>)
- We will assist non-local guests in securing reservations to join your group, regardless of their home base!
- We will forward you an updated rooming list at regular intervals as guests confirm their attendance.

Complimentary with all Destination Wedding Groups

A LA CARTE SERVICES

If you don't need a full planning package but need help determining projected wedding costs before committing to a location? Or, would you like to add a few special touches to your group departure? Check out these options that can be added to your Free planning services.

Mix and match, choose what services you like.

- Wedding Budget Assistance & Breakdown
Price compare wedding package costs for your top three locations, based on your estimated number of guests, and desire for semi-private or private reception dinner. (A great way to get a good idea how much your wedding day will cost!)
Cost - \$50
- Electronic Save the Date Management
Create and send your guest list an electronic invite, that will allow us to manage your group RSVP's. Updated RSVP list will be sent to you once per week, if anything changes.
Cost - \$25
- Social Media Group Teasers
Create a dedicated Facebook group for you and your guests, with regular updates on your location, photos, video, travel tips and more!
Cost - \$50
- Event Design
Work with you to create the overall look and/or theme for your wedding. Create a wedding inspiration/mood board, shared Pinterest board, and table design including two mock-ups with linen options and centerpiece options.
Cost - \$150
- Personalize your Wedding
Mail personalized luggage tags and "morning after" door knockers to your group.
Cost - \$75 (Includes up to 50 guests, add \$10 for groups over 50)
- Wedding Welcome Bag Creation
Assist you with creating wedding welcome bags for your guests. You provide me with a budget for each bag, and I'll provide you with a list of suggested items based on your location, and will provide you with one sample of a finished bag.
Cost - \$30 + cost of bag items.
- Airport Send Off
Meet your group at the airport on your day of departure, assist guests with check-in, verify luggage allowances, answer guest inquiries, and provide each guest with a "Happy Flight Kit" which includes flight-friendly snacks and useful items for onboard.
Cost - \$140 upgrade with Wedding Concierge package.
\$ 200 upgrade with FREE wedding planning.
- On-Site Wedding Coordination
Accompany you and your group to your destination wedding location. Attend your onsite meeting with the local coordinator, reconfirm all vendor arrangements, assist with group functions, provide guests customer relations, provide a wedding-day emergency kit, and be on hand for any questions, concerns or issues that may arise.
Cost - \$150 per day + travel costs.

SERVICES PLUS – THE “WEDDING CONCIERGE” PLAN

It's not uncommon to feel a little overwhelmed by the multitude of options when booking a Destination Wedding. If the thought of fine-tuning all those details alone is just too much, perhaps our “Concierge” package may be for you.

What the Package Includes.

(Up to 15hrs of wedding planning, research & consultations)

- All of the inclusions from the “Complimentary Services”, plus the following...
- Up to 2 in-office or Skype planning sessions to discuss your wedding events, including all aspects of planning your ceremony and reception, as well as any extra events you would like to arrange.
- Converse with the local wedding vendors on your behalf should you prefer, saving you the stress of a potential language barrier. Think of us as your “cultural wedding translator”.
- Discuss the venue options for ceremonies, and provide assistance selecting a location based on your vision for your day. Advise you of the potential pros and cons of each based on your group demographics. Once decided, we will confirm your ceremony venue, help with paperwork if required, and forward any required necessary deposits on your behalf.
- Create and send an electronic invite/save the date to your guests emails, linked to your wedding webpage for details that will allow us to track RSVP's. We'll send you the RSVP list once per week, if changed.
- Provide guidance and suggestions for your reception, including but not limited to: choosing a location, discussing private versus semi-private events, review menu plans, collect & arrange for allergy or dietary requirements from your guests, discuss optional upgraded décors, music, photography and floral choices, and confirm those decisions with the vendors in destination.
- We can suggest and help co-ordinate any pre or post events, such as welcome parties, rehearsal events, group tour excursions, or farewell brunches.
- Regularly check pricing on your group departure in order to apply the one-time price adjustment, if offered by your supplier and applicable to your group.
- Assist you with controlling the budget by providing money saving tips in regards to ceremony & reception, decoration, flowers, etc.
- Provide a fully customized itinerary for you and your guests, including not only the required travel information, but also travel tips, dress codes, and any optional excursions or pre and post events you have planned for the week.
- Include with your documents a detailed spreadsheet showing all confirmed aspects of your ceremony and reception to bring to your onsite meeting, including final cost. You can rest assured everything will be in order when you arrive.

Concierge Plan - \$399.00 valid until 31DEC 2020.

SERVICES PLUS – THE “VIP CONCIERGE” PLAN

Would you like your own personal Superhero? Someone who will be with you every step of the way, take you by the hand, someone to bounce ideas off, and someone to interact with your group to build excitement leading up to your wedding, right up to your departure day? Then this is for you!

What the Package Includes.

(Up to 40hrs of wedding planning, research & consultations)

- All of the FREE services AND the Wedding Concierge services, PLUS the following...
- Unlimited in-office or Skype appointments to plan the wedding of your dreams.
- A dedicated Facebook group for you and your guests, with regular updates on your location, photos, video, travel tips and more. *
- Shared Pinterest board to discuss your ideas for decor, flowers & unique ideas to personalize your wedding.
- Provide you with our preferred vendor links for the best local and in-destination photographers, as well as links to reliable suppliers for paper invitations, discount decor items & favors.
- Mail each guest a personalized luggage tag for your group departure.
- Guest “Door Hangers” for the morning after your wedding, for each room booked.
- Assistance and creation of a seating chart for your group reception. (Private receptions only)
- Special document with tipping guidelines for your wedding vendors.
- Pre-departure cocktail party (2-3 weeks before your departure) where guests can pick-up their tickets, ask travel related questions, enjoy beverages, cultural snacks and door prizes for resort/travel swag. A great chance to mix & mingle with others in the group before departure!
- Airport Send Off: Meet your group at the airport on your day of departure, assist guests with check-in, verify luggage allowances, answer guest inquiries, and provide each guest with a “Happy Flight Kit” which includes flight-friendly snacks and useful items for onboard.*

VIP Concierge – \$799 valid until 31 DEC 2020.