



Wedding Ceremony Coordinators

Professional Wedding Planners Specialising in Garden Weddings & Ceremonies

Fee \$220.00

for the duration of your two hour permit

Coordinate all suppliers set-up at the ceremony site to ensure your vision is implemented properly.

Ensure wedding rings and marriage license are on hand.

Oversee all details before the ceremony including:

- Placement of the guest book, programs, and altar items
- Reviewing with the ushers the guests to be seated in reserved rows
- Ensuring all bouquets, button holes and corsages are distributed
- Line-up of the wedding party / entrance of the bride's party
- Cueing the musicians

Distribute final payments to musicians, celebrant, cars etc.

Optional Service – Priced on Application:

Attend the wedding rehearsal to ensure all participants understand their responsibilities and are aware of the flow of the ceremony. (1 – 1.5 hours)



Royal Botanic Gardens 2008

Ceremony Coordinators – Sara Sabey & Cindy Plowman www.chameleonevents.com.au