

## *what to expect...*

### **Initial consultation**

Our complimentary one-hour consultation will go over the details, the color palette, wedding style and your wedding vision. Our preferred method for initial consultation is in person. However, we do realize, not all initial consultation will take place in person. Prior to meeting with us, the venue must be selected and booked. Our consultation will include discussion of the information provided on the contact form, all aspects of your wedding ideas and all design elements.

### **Floral + Event Concept Retainer Fee**

If you wish to retain our services, a \$ 750.00 retainer fee is required to hold your date and implement the Floral + Event Design Concept with Studio1524: Floral + Event Design. This Retainer will be held for you, with the intent to provide floral and event design services with the said date and creation of the costumed design for your event. The Floral + Event Concept Retainer is non-refundable or non-transferable. In the event, the date changes, the date is cancelled or any and all entities related to the \$750.00 is forfeited. The Retainer fee can be paid at the time of the initial consultation or within five (5) days of the initial consultation. Our designing process includes developing a dimensional landscape of the event space, event styling, selection of textiles, light sourcing, floral selection, linen selections, draping, chairs, and/ or lounge concepts planning. As the client, you will be given a floral scale mock-up of the vision, textile sampling, and suggested lighting. Other items are suggestions for draping and lounge concept idea. We understand there will be changes and updates to initial proposal as we work towards the final revision. Once the retainer is paid, we will implement the Floral and Event Concept. This will be issued within five (5) days after the retainer is paid.

### **Design concept review**

After we have completed the revisions of the event proposal via in person or email follow up, a final Design concept contract will be drafted which will include your wedding needs, creative design, customization of the work. The design concept contract will be submitted to you for review and approval. This will include an itemized event revision, designed board, and event layout. Each design concept must be approved. Once all the design concept\* has been reviewed approved and individually signed, we will then proceed to complete the signing of the contract along with the initial payment of 25% of the total. Upon receipt of the initial payment, our services are now secured for your wedding date and you is officially a booked client of Studio1524: Floral + Event Design. We will then schedule a centerpiece sample design. All remaining payments will be incrementally billed with the final payment due thirty (30) days before the event date, including final guests count. You will receive a formal payment schedule, along with a schedule of each design meeting.

### **Final Design Review**

Thirty days before the wedding, we will conduct our final review meeting to go over all the details, wedding timeline for the bridal party flowers, event installation setups for the ceremony\*\* and reception\*\* and final event strike.