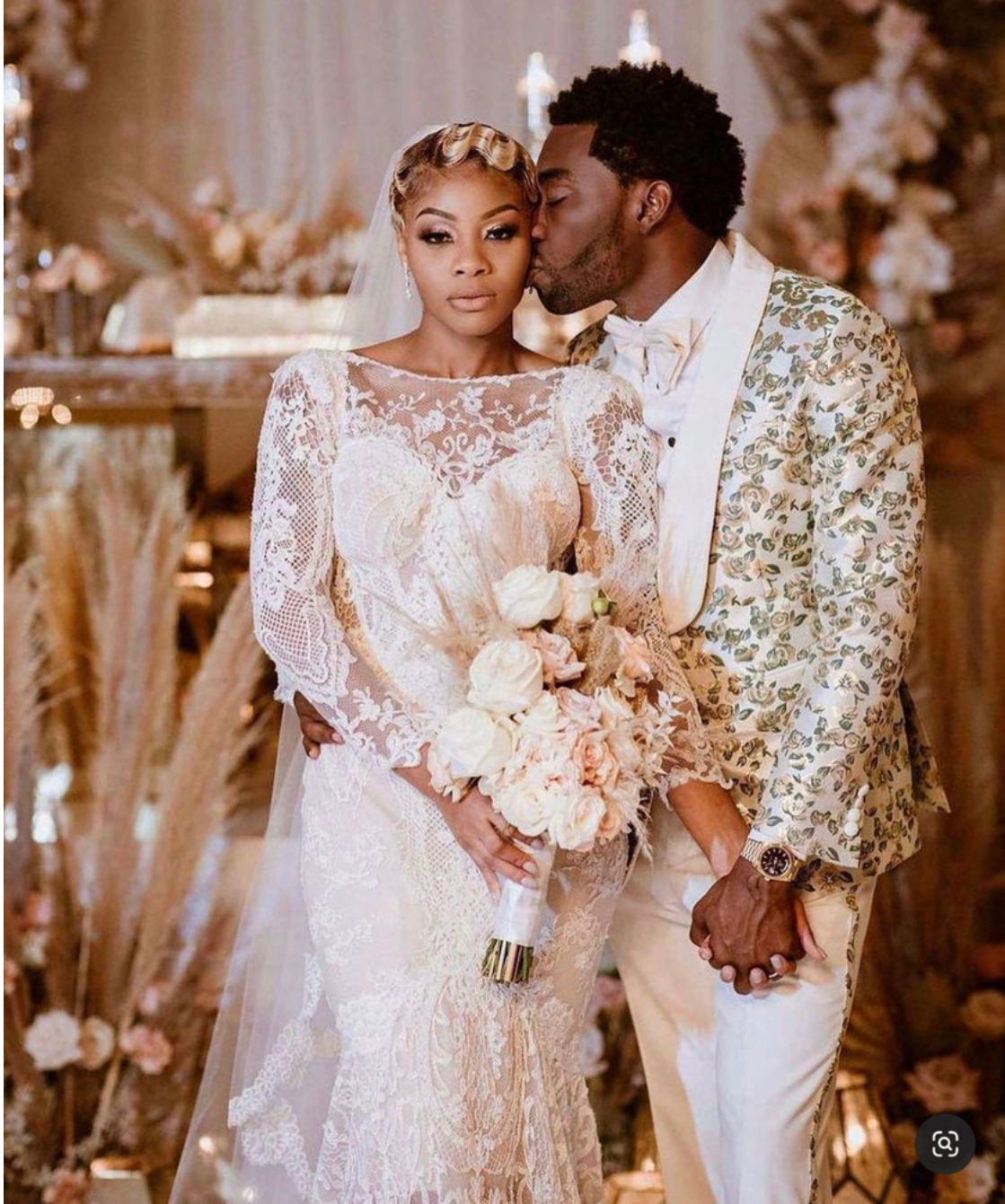


Ruban Bleu

WEDDINGS AND EVENTS



WEDDING + EVENT PLANNING SERVICES

welcome

THANK YOU FOR YOUR INTEREST IN THE
RUBAN BLEU EXPERIENCE

The dynamic team of Ruban Bleu, plans and produce parties and weddings for couples, corporations, non-profit organizations, celebrity, and social hosts of all kinds. The Team takes pride in professionally designing an exquisite event that's precisely your preference.

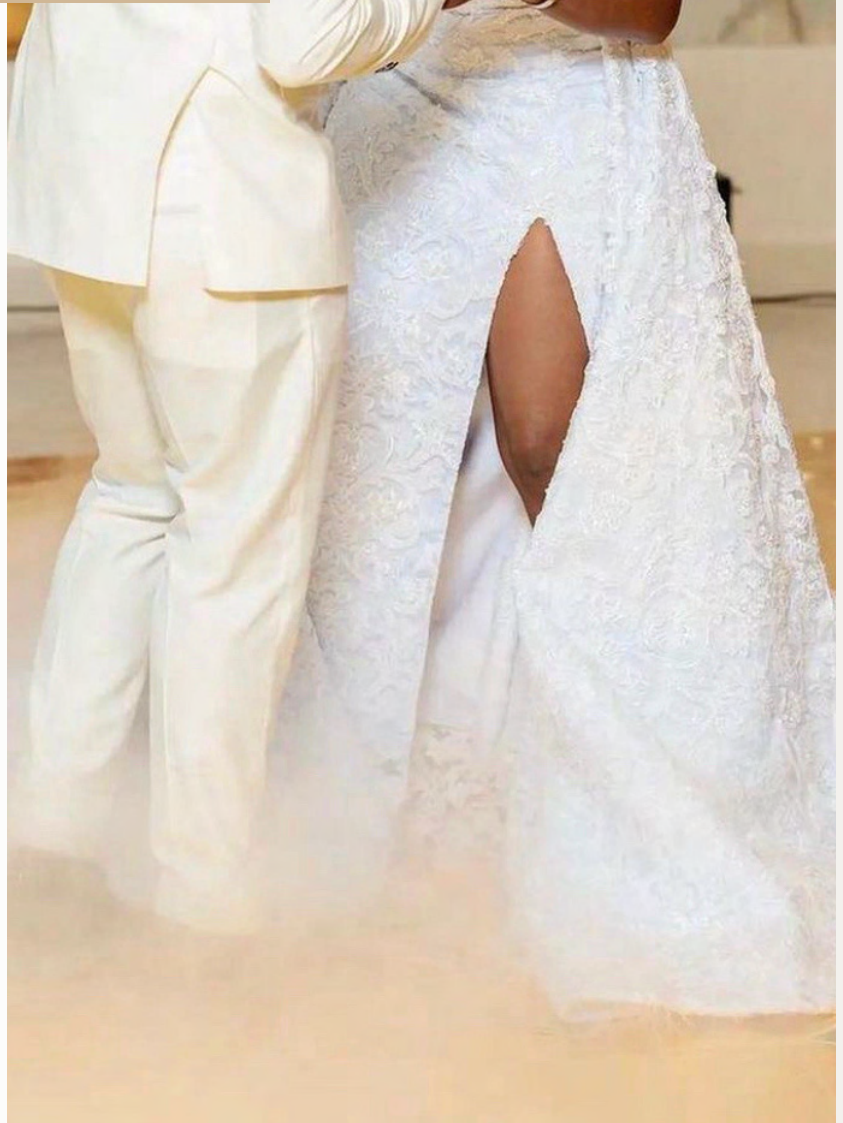
Congratulations on your engagement! We are so excited you're here!

At Ruban Bleu, we offer full, partial , and day-of wedding and event planning services to help meet you where you are.

Whether you're at the start of your planning journey, or partway through and looking for assistance, we're your girls.

Whatever your needs, we will be there for not only the planning of your event but the event itself as well to ensure everything runs as smoothly as possible. This is key to making your vision a reality.

Without further ado, let's discuss you and your partner's future favorite day!





our process

1. Initial Consultation

This is when our team will have the opportunity to meet (in person or virtually) with you and your partner to discuss your wedding and learn more about you as a couple.

2. Questionnaire

During the initial consultation, our team will provide you with a questionnaire to complete. Not only does this information help us plan the larger elements of your wedding (i.e. number of guests), but the little details you provide about your relationship help us to personalize your big day, too.

3. Check-Ins

A chance for us to meet and discuss plans! We will also use these meetings to discuss progress, revisions, design, your satisfaction, and more!

4. Vendor Consultations

Once we have vendors selected, our team will schedule consultations (think cake tastings!) with them as necessary.

5. One Month Check-In

An opportunity for us to reconvene and discuss the last items!

6. Venue Set-Up

Our team will travel to the venue and oversee deliveries and set-up as necessary

7. The Big Day!

Sit back, relax, and get ready to walk down that aisle and dance the night away. We have it all covered.



EVERY
GREAT
LOVE
STARTS
WITH A
GREAT
STORY

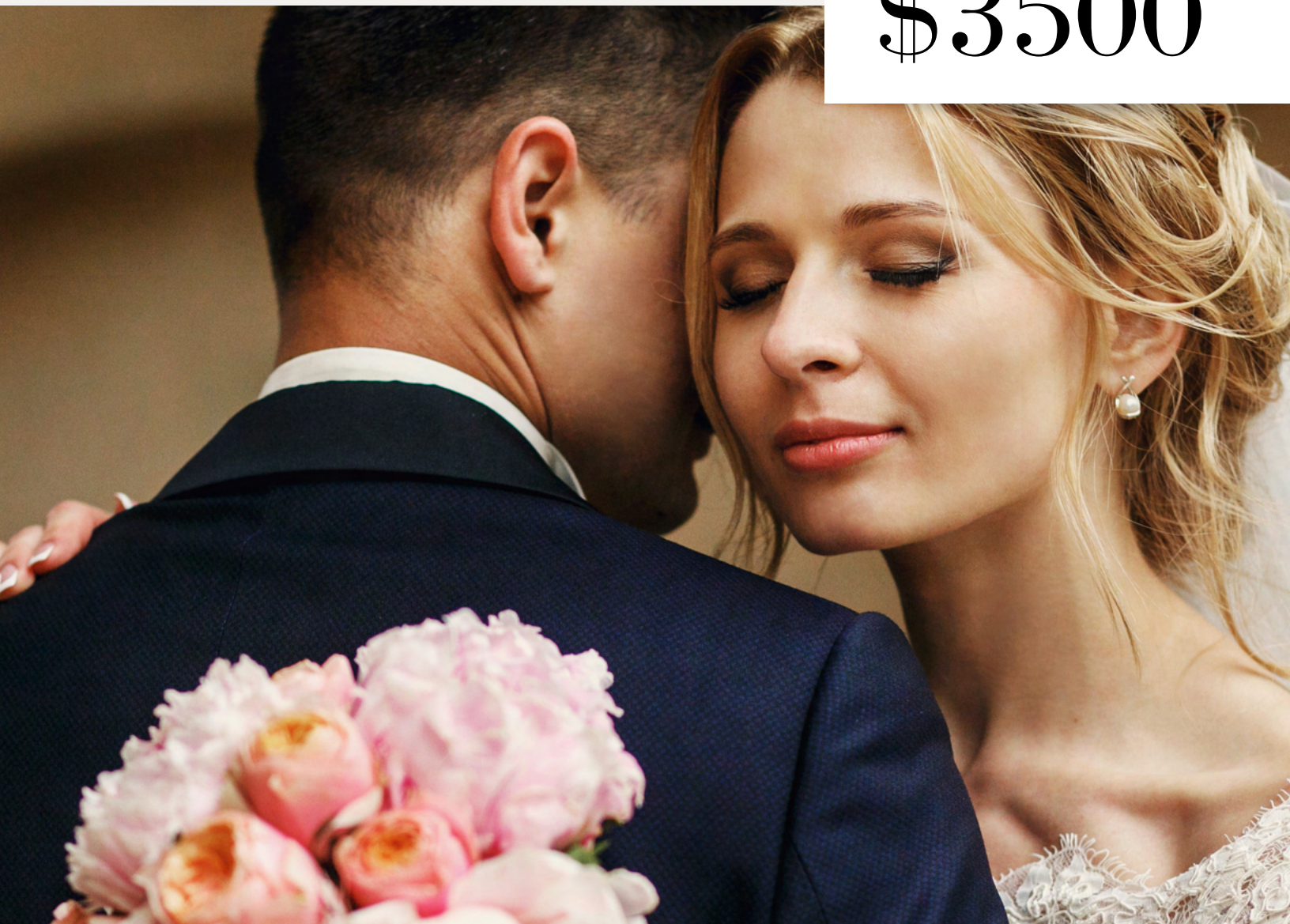
- *Nicholas Sparks*

full service planning

A full wedding planning package means we will stay focused on ensuring all the details that make your day so special is flawlessly executed.

Every bride and groom wants an incomparable wedding combined with fantasy and style. We create stunning, one-of-a-kind events produced and styled to perfection. From Traditional to modern, elegant to relaxed, our focus is on the exquisite execution of any event we plan. With this package, we take over the planning of every detail.

\$3500



full service planning

What is included:

All-Inclusive Planning a wedding can be immensely stressful and intensely time-consuming – let us handle the work for you!

- Wedding planning timeline and checklist creation
- Budget projection and tracking
- Ceremony/reception venue selection
- Vendor recommendations, negotiations, and bookings
- Contract review and vendor management
- Invitations/Stationery orders and tracking of guest RSVPs
- Coordinating accommodations and transportation
- General advice and consultation
- Unlimited meetings and coordination time
- Attendance at vendor meetings
- Facilitating the ceremony rehearsal
- Unlimited time on-site with your coordinator and up to two assistants, allowing you to enjoy every moment of your wedding day without any worry about the details
- Directing the ceremony processional
- Coordinating and assisting with the setup of the ceremony and reception
- Set up wedding accessories such as a guest book, place cards, favors, etc.
- Coordinating pinning of boutonnieres and ensuring VIPs receive flowers
- Acting as the point of contact for all vendors
- Assisting the family, wedding party, and guests as needed
- Distributing final payment and gratuity to vendors
- Providing a stocked emergency kit
- Miscellaneous services

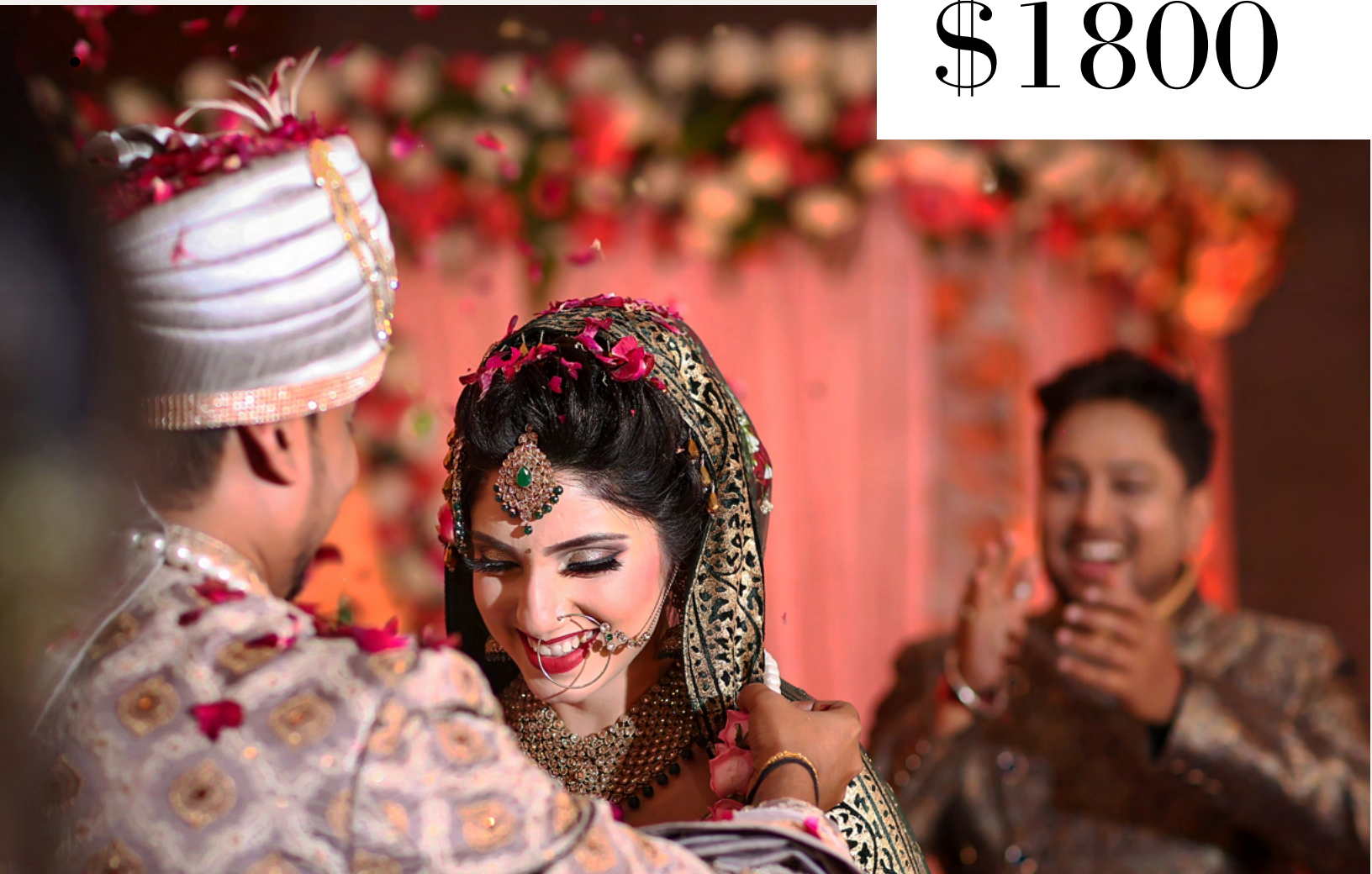
FREE CUSTOM WEDDING WEBSITE AND OFFICIANT

partial planning

This package gives you 25 hours of professional planning assistance with an RBWE lead planner during the planning process. Within this time, you can use your planning hours for the following services:

- Planning & design meetings
- Three custom vendor recommendations
- Attendance at vendor meetings
- Budget projection and management
- Design and decor planning, advice, and feedback
- Review of vendor contracts
- Assistance and management of rental orders
- Checking vendor availability
- Gathering event vendor quotes
- Scheduling vendor consultations for you
- Day of Coordination

\$1800



day of coordination

Before Wedding Day:

- > Recommended Vendor List
- > Wedding Planning Checklist
- > Wedding Day Details Meeting
- > Create First Draft of the Wedding Day Schedule
- > Create a Wedding Vendor List
- > Introduction to Your Vendor Team
- > Email and Phone Support
- > Final Walk-Through Meeting
- > Final Vendor Confirmations
- > Wedding Rehearsal Coordination
- > Distribution of Final Payments
- > Collection of Small Decor Items

On Wedding Day:

- > On-Site Time
- > Client Concierge
- > Set-up Supervision
- > Coordinate the Ceremony
- > Coordinate the Reception
- > Vendor Team Lead
- > Guest Assistance
- > Guest Transportation Assistance
- > Clean-up Supervision
- > Emergency Kit

\$800



What else?

Event Design

From conception to creation, we will guide you through each step of the process to make your theme and decorations personalized and unique. Convinced that every detail is important, we pay special attention to the look and style of your wedding.

We coordinate all visual elements in order to have a perfect harmony with the theme of your event: “save the date”, invitations, menu, program, favors, seating chart, booklet, photobooth, candy bar, cupcakes & cake pops, sweet tables, wedding blog...

We work with the best specialists and designers to turn your dreams into reality!

Our designers and artists will create decorations & details that your guests are sure to be wowed by.

Whatever your wishes are they will work to make them happen!

Decor, florals, tableware, linens and other items needed for your design are NOT included in the package pricing.

Bonuses:

- **Free custom wedding website**
- **Free Officiant (with the full planning package)**
- **Bridal Kit with tons of information for your special day**
- **A gift basket full of goodies for you and your future spouse**



MEET THE PLANNER

First off, congratulations on your engagement, beautiful! Being a bride looks great on you.

I am in love with, well, love! And all things wedding that enable us to celebrate that magic.

I consider myself highly-detail oriented, which has served me well in helping brides because let's face it - there is so much that goes into weddings! I would love to help you navigate it all, too, so we can make sure your day is what you've always imagined.

XOXO,
Patricia Jackson

hi there!

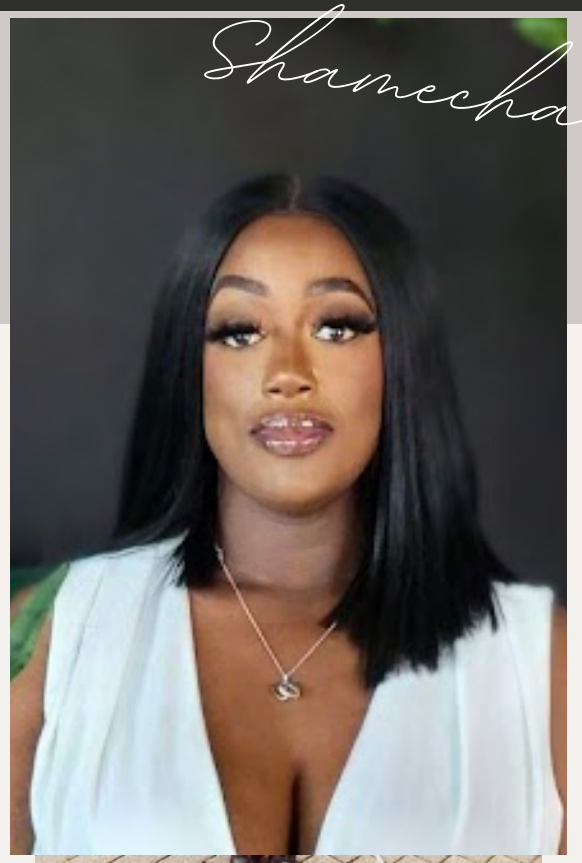
MEET THE TEAM



ASSISTANT COORDINATOR

Hi! I'm Tiffany, Assistant Planner for Ruban Bleu and I cannot wait to help make your dreams come true!

I have assisted with over 100 events over the past 2 years. From the venue, to the dress, to your bouquet, we are here to help with it all.



OFFICIANT AND PLANNER

Have you ever written a love letter and at that moment everything was perfect? My goal is to make you feel as though time has stopped in the very moment, as you utter those two special words, "I Do". My job is to make sure that you and your love have the wedding ceremony that most genuinely expresses your love for one another and your unique personalities.

MEET THE TEAM



EXECUTIVE ASSISTANT

As a fan of all kinds of events, Eunan loves to see all the details come together after months of time spent planning!. All you need is to dream about your perfect wedding experience and Eunan will be there to create a realm of endless possibilities that will thrill you.



ASSISTANT DAY-OF COORDINATOR

Congratulations! My name's Nneoma and I'm here to make sure you don't worry about a **THING** on your big day!

On your wedding day, I will be there to make sure everything runs smoothly and according to schedule- so you or your family don't have to!

How do we get started?

Once we have our first phone consult, we will send you an email with a proposal.

- 1. Review the proposal, select a package, & sign the contract**
- 2. An invoice will be sent to you for your deposit + payment plan**
- 3. Once the deposit is paid, you will be invited to our wedding portal so that you can fill out a questionnaire**
- 4. Once paid, we will set up a virtual/phone consultation to discuss the details**
- 5. Once we have all the information we need for your special day, we will officially get started!**



*let's make your big day
your best day*



Ruban Bleu Weddings and Events

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