



DOYIN FASH

WEDDINGS | EVENTS | COACHING

Services & Pricing Brochure



Thank you so much for getting in touch with Doyin Fash Events! We are honored that you've reached out, and we are excited to explore the possibilities of helping you with your special day!



Who we are

Doyin Fash Events is a premier, high-quality planning & design company specializing in luxury weddings + events, stylish events, and corporate functions. We bring a lush, stylish, and inspired approach to full-service design and event planning by curating a deep sense of authenticity with each occasion. We are thrilled to learn more about you and your event!



About Doyin

I'm Doyin, the owner & creative director of Doyin Fash Events. I love being able to share in life's most meaningful events and feel honored to get to work with such wonderful people each day! I fell in love with hosting events while being tasked to help set up the meeting room for meetings held at our house by my dad during my teenage years. I quickly became excited by the liveliness during the event planning process and the satisfaction of seamless execution. I couldn't be more thankful to help others while pursuing the things I'm most passionate about. Originally from Nigeria, I've been planning & coordinating events throughout Texas, as well as international destinations, for close to 2 decades. My job keeps me on my toes & takes me on crazy adventures near and far. From intimate gatherings to spectacular affairs, we put our heart and soul into each client's event.

The *Signature* Experience

It is our mission to make the planning process smooth, stress-free, and, most of all, fun! We take your vision and make it come to life! By selecting the very best vendors, managing your budget & creating a custom timeline, we take care of the planning so you can concentrate on enjoying this exciting time of your life. We also curate the overall look of your event for that added touch of elegance. Servicing the Houston area and Destinations; we love to travel!

Ongoing Support



Doyin Fash Events is a high-quality, premier planning and event design firm. Our corporate events, galas, milestone occasions, and weddings are exclusive, inventive, and completely custom. Executed with perfection, our utterly gorgeous events are known for their design, excellent execution, and details. It all begins with our custom collaborative process. Throughout the Planning Experience, Doyin and her team will oversee your event every step of the way. We value integrity, creativity, originality, and excellence in service and design from concept to reality.

Our Signature Process

CREATE

DESIGN

PRODUCE



PLATINUM PLANNING + DESIGN

For the client that trusts us completely to execute a day that reflects their personality/company culture and vision. Our Platinum Planning + Design package includes the following services, thoughtfully tailored for each event.

TIMELINE a customized list of items to do from now until the event.	BUDGET a worksheet to guide and assist with budgeting.	DAY-OF MANAGEMENT Up to 13 hours of onsite support on the event day.
MONTHLY CHECK-INS to ensure discussed details are going as planned, no matter how far out you book us.	DECOR / DESIGN / VISION develop your event style and provide vendor recommendations.	TRANSPORTATION arrange and coordinate all day transportation for the wedding party and guests.
VIRTUAL PORTAL Online client portal where you'll have access to all the pertinent information needed to organize your event details successfully!	EVENT STYLING assist you with event design and styling.	REHEARSAL Organize and lead any rehearsal needed for your event, including the processional and recessional lineup.
VENDORS recommendations from a comprehensive and professional network of vendors.	CONTRACT REVIEW review your vendor contracts to avoid any redundancies or unreasonable costs.	RENTAL COORDINATION organize and coordinate rented items.
VENUE SETUP Make sure the event space is set to perfection. Fixing any errors that may come up.	MEETINGS schedule and accompany you at vendor meetings.	HOTEL ACCOMMODATIONS coordinate blocks of rooms at selected hotels and negotiate group rates.
CONTACT Unlimited contact with the Doyin Fash Events Team	STATIONERY COORDINATION work with a stationery/graphics specialist to accomplish the design and production of your invitations and printed goods.	ATTIRE ideas for where to purchase attire needed for your event.
	RESEARCH provide ideas for your event venues & vendors based on your style and needs.	



Final Details + Design

This collection is designed for the couple who needs "Month Of" planning support with event design and our exclusive VIP vendor list.



FINAL DETAILS COLLECTION

TIMELINE a customized list of items to do from now until the wedding.	VENDOR MANAGEMENT coordinate with all contracted wedding vendors listed on your vendor form and confirm their arrival times, get insurance info, meal counts, confirm services booked, and any other important details at least one week or more prior to the wedding.	ASSIST WITH SHOT LIST for photographer and song list for band/DJ.
4 IN-PERSON MEETINGS one of which will be the venue walkthrough.		DAY OF MANAGEMENT onsite day- of execution for up to 12 hours of wedding day management - every wedding includes between 3-4 Event Managers onsite.
VENDORS recommendations from a comprehensive and professional network of vendors.	VENUE SETUP Make sure the ceremony and reception are set to perfection. Fixing any errors that may come up.	CONTACT Unlimited contact with the Doyin Fash Events Team.
CONTRACT REVIEW review your vendor contracts to avoid any redundancies or unreasonable costs on the wedding day.	DISTRIBUTE bouquets & pin corsages to the bridal party, attendants & family members.	DECOR / DESIGN / VISION / EVENT STYLING develop your wedding style and provide vendor recommendations. (included in the Final Details + Design Collection)
REHEARSAL Organize and lead ceremony rehearsal, including processional and recessional lineup.		

A LA CARTE

We understand that sometimes you need a little more help in certain areas than others! The services below can be added to our Full-Service and Final Details Collections.

VENUE SELECTION | Research and provide ideas for your event venues based on your theme, budget, and needs.

WELCOME BAGS | Ideas for what to include, where to shop for items, assembly, and delivery of welcome bags for your event.

PARTY FAVORS | Provide ideas, shop for items, and assembly and set-up of favors for your event.

WEBSITE | Create and maintain your event website on a website template such as Minted, Zola, The Knot, or Wix ..

REHEARSAL DINNER | Venue recommendations, contract review, assistance with menu selection, design, set-up, and attendance at rehearsal dinner.

DAY AFTER | Day after your wedding brunch coordination. This includes providing ideas, contract reviews, menu selections, and all follow-ups.

GUEST LIST/ RSVP MANAGEMENT | Includes handling, tracking, and follow-up of all guest RSVPs.

BUDGET GUIDANCE | Includes guidance on pricing, customized budget spreadsheet, keeping track of vendor payments, and providing ideas on tips for vendors.

TRANSPORTATION COORDINATION | Arrange and coordinate all day of transportation for the wedding party and guests.

HOTEL ROOM BLOCK COORDINATION | Coordinate blocks of rooms at selected hotels and negotiate group rates.

AFTER PARTY | This includes providing ideas of where to hold the after-party, help with contracts and late-night bite selections & set-up.

EVENT DESIGN | We spearhead the design process and partner with our exclusive suppliers and venue, rental, and décor companies to pull your design together.



Event Design & Coordination

If you need support with design, colors, style, decor, lighting, and the overall ambiance of your event - this is a great place to start! We begin with our Design Questionnaire that helps get to know you and your event needs, your style, and what aspects of your event are most important to you. From there, we review your inspiration pictures if you have any or create a custom inspiration deck for you to hone in on your style even more. We provide the absolute best recommendations that match your style, budget, and vision in lighting, furniture, linens, rentals, florals, and other decor items. We spearhead the design process and partner with our exclusive suppliers and the venue, rental, and décor companies to pull your design together.

Digital Design Sketch

Now that the planning process has begun, you wish you could translate the vision in your head into an actual event rendering for your vendors to see and understand exactly what you're envisioning when it comes to the design elements for your event. Taking our client's ideas and turning them into detailed, professional event renderings that their vendors can see, understand, and model their designs after is a key part of our signature design process. When you invest in a custom digital event rendering, you'll receive 30 min design call so that we can truly tap into your unique design vision. Rough draft of your sketch so you can guarantee that your ideas are translated exactly as they are in your head. Feedback + adjustments to your sketch so that you can be sure everything stays true to your vision throughout the process. A final copy in digital format so you can share it with your vendors.



Thank You!
We can't wait to collaborate with you!



Our *Approach* To Planning Your Wedding

With a prominent reputation as an innovative leader in the events management community, Doyin Fash will bring your event to life with vibrant creativity and exquisite luxury while captivating guests with that intangible “wow factor.” From simple elegance to glamorous opulence, the Doyin Fash team will infuse your event with uniquely personal touches that create memories to last a lifetime.



It's time to pop some champagne (*or maybe some rosé!*) because we have a wedding to plan!

We plan events and gatherings of every size and style, including weddings and other social celebrations, galas, corporate events, and holiday parties. From beachside to black tie and everything in between, the team at Doyin Fash has the innovative vision and experience to infuse your event with luxurious elegance and modern design.

What We Do



Social Events

Use this space to talk about your design process and how it changes the lives of your customers. What will they get at the end of this process? What are they really buying?



Weddings & Design

Use this space to talk about your planning process and how it changes the lives of your customers. What will they get at the end of this process? What are they really buying?



Corporate Events

Use this space to talk about your production process and how it changes the lives of your customers. What will they get at the end of this process? What are they really buying?

Are you ready to start planning your wedding or event?

We thought so. Next up - take a look at our packages.



Our Signature *Services & Add-Ons*



Full Wedding Planning Package

Our pre-wedding day role includes helping with all the items listed below.

- Venue Selection
- Dress/Wedding Outfit Selection
- Theme Selection
- Budget Planning & Allocation
- Vendor Price Negotiation
- Read through Vendor Contracts
- Catering and menu Selection
- Stationery Selection
- Guest List Management
- Event Design
- Décor selection
- Linens
- Floral Design
- Entertainment: Band, Cocktail hour music, DJ.
- MC Selection
- Hair and Make-up
- Lighting and Sound
- Rentals: furniture, tabletop, etc.
- Transportation/Logistics
- Event Production

Our wedding day role includes all the items listed below.

- Up to two hours of wedding rehearsal coordination the day before your wedding
- Up to 12 hours of wedding day coordination on your wedding date
- 4 Doyin Fash coordinators in attendance
- Wedding day timeline
- Coordinate & supervise vendor set-up at ceremony site & reception venue
- Manage and coordinate event logistics
- Setup alphabetized escort cards, guest book, and pen, bridal portrait or other special photos, toasting flutes, cake knife & server, table numbers at reception site
- Distribute Vendor balances
- Coordinate transportation
- Manage hair and makeup schedule
- Assist bride and wedding party in dressing room prior to ceremony
- Deliver wedding programs to ceremony site
- Distribute personal flowers (bouquets, boutonnieres, corsages, etc.)
- Coordinate and time ushers, house party, readers, ceremony musicians, parents/grandparents, bridesmaids, groomsmen, and bride and groom
- Bustle bride's dress and arrange for refreshments upon couple's arrival to reception
- Coordinate entertainment and all announcements and events throughout the evening (special dances, cake cutting, toasts, bouquet toss, couple's exit, etc.)

Quantity: 1 **\$12,000**



Social Event Package

- Theme selection
- Outfit selection
- Budget planning & allocation
- Guest list management
- Vendor price negotiation
- Read through vendor contracts
- Catering and menu selection
- Event design (come with design & work with décor company)
- Entertainment: (DJ, MC, Band, etc)
- Event production
- Stationery
- Vendor selection & management
- Logistics management
- Up to 10 hours of coordination on your event day
- 2-3 Doyin Fash coordinators in attendance
- Coordinate & supervise set-up at event location
- Manage all vendors
- Manage and coordinate event logistics
- Manage program of events

Quantity: 1 **\$9,500**



Final Month Planning Service

6 weeks prior

This package is for the bride who has booked all vendors and needs a planner to help close any gaps in the planning process. Doyin Fash LLC will coordinate with the vendors from 6 weeks before the big day making sure you can relax during the final weeks of your event.

- Contact all vendors to discuss the wedding day plans
 - Review contracts from all vendors
 - Venue tour & meeting
 - 2 planning meetings to finalize wedding details
 - Review all wedding details and correct any oversights
 - Provide final headcount to catering manager
 - Reconcile final count for centerpieces, linens, chairs, and menu
 - Create event itinerary and send it to all vendors
 - Transportation
 - Menu tasting
 - Rehearsal
 - Manage all wedding logistics
 - Make sure all vendors are on location and set-up at the correct time
 - Manage bridal party arrivals so the bride and groom don't see each other
 - Set-up ceremony and reception (guest book, table numbers, escort cards, favors, etc.) •
- Coordinate the ceremony
- Coordinate the reception (dinner starts on-time, toasts, dances, cake cutting, bouquet and garter toss, bride and groom exit, etc.)
 - Oversee take-down of ceremony and reception
 - Handle any unforeseen complications that arise

Quantity: 1 **\$3,500**

Total: **\$3,500**



Design & Theme Development

Do you have a sense of your style but not sure how to bring it to life? Or perhaps you're floundering and can't visualize your look? Our experienced team of designers are here to help to bring you vision to life.

Our team will assist you in coordinating decor from our extensive access of styles. We can recommend stunning color combinations, decor choices, linen and accessories along with professional advice and unique design concepts to expertly style your wedding. We coordinate the delivery, set up and dismantle, allowing you to relax and enjoy your special day.

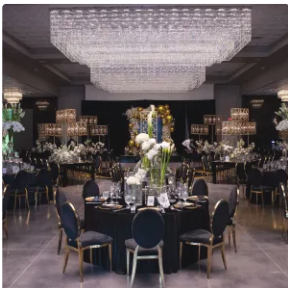
An initial complimentary consultation allows our designers to assess your needs and budget, and to brainstorm creative ideas and concepts that fit your style. We then prepare a proposal that details our design recommendations and the associated costs.

We also do provide site visits to walk you through the flow of the space and placement of decor elements and scaled floor plan layouts.

Quantity: 1 **\$5,000**

Total: **\$5,000**

Add On Services



Rehearsal Dinner

Quantity: 1 **\$2,500**

Total: **\$2,500**



Bridal Shower Package

Quantity: 1 **\$2,500**

Total: **\$2,500**

We know you're excited to connect with us to talk more about your wedding (and which package is the right fit for you).

Next up - schedule a complimentary consultation with our lead planner.

