

"To create something exceptional, your mindset must be relentlessly focussed on the smallest detail."

Giorgio Armani





#### OUR SERVICES

# What we can bring to the party

## **FLOWERS**

If it has flowers, we can create it!

Bouquets
Buttonholes / Corsages
Flower Crowns / Hairpieces
Arbour / Ceremony Flowers
Chair Ends / Aisle Flowers
Wine Barrel Arrangements
Table Centrepieces
Statement Pieces
Flower Walls / Backdrops
Hanging Installations
Cake Flowers
Rose / Dried Petals

And more!

### DESIGN

We are trained professionals specialising in floristry and design concepts.

Unsure on how to bring your inspiration together into a cohesive styling plan?

Its all part of our service!
Let us help put together a
personalised design for
your styling - presented in
a visual mood board for
you to see the ideas and
concepts.

#### STYLING

All the finer details that bring the look together!

Signage - welcome sign / seating chart / bar / menu Stationary - menu / place cards / table numbers Cake Toppers Candles / holders / candelabras Vases / ceramics Table linen - runners / napkins / cloths Lights - festoon / fairy / pendant / neon signs Furniture - occasional pieces / lounges & armchairs / formal seating Signing table & chairs Arbours / arches Photo backdrops Soft furnishings / drapery

#### DAY OF

Let us be the extra set of hands you need!

We will be the 'magic styling fairies' who pop in and out, working within venue's timeframes to pull all the final touches together. If it needs installing, placing, moving, lifting, shuffling, relocating, we will coordinate it, ready for you and your guests to be 'wowed!'

#### PLANNING

Hire or purchase there are so many options

Coordination with third party vendors - Marquees / tables / seating / occasional furniture / crockery / glassware etc.

Hire of props - arches / arbours / easels / generic or custom signs / photo backdrops / vases / wine barrels / lawn games

Guest favors / Thank-Yous Guest book / Wishing Well

#### NETWORK

Let us help you find the right people for the job!

Cake Makers
Celebrants
Photographers/
Videographers
Musicians / DJ
Caterers
MUA / Hair Stylists
Hire Companies
Specialised Products



THE PROCESS

What our service looks like

#### HELLO.

So you're interested in having us on your team?
Lets talk about what that looks like from point A to Z
- what our service includes and what you can expect when hiring us.

#### THREE.

We create a customised styling proposal. We aim to have these back to you within I week, depending on the amount of research/inquiry involved. Our proposals are itemised, including broken-down costing. They include a visual design file with a mood board for colour palette, flowers, concepts and layouts.

If you're open to us taking the creative lead, we are happy to assemble more than one design proposal to give you some ideas along with our professional advice tailored to your individual scenario. Correspondence is unlimited and we can adjust and update your proposal as we go.

#### ONE.

Register your interest in our services by completing an inquiry form via our website. Once we receive this we will confirm our availability and send you a client profile form, this gathers all the additional information about your wedding/event that we like to know. It also prompts you and asks about all the different requirements you may need for your event. Once this is completed and returned we will be in contact to book a consultation.

#### FOUR.

Between confirming your booking and the big day we will organise site visits to discuss finer details and placements. We will also correspond with you as we source the different materials and elements needed to style your event, keeping you fully informed throughout the process. In the weeks prior we will organise a final meeting to confirm all the finer details and make sure all our i's are dotted and t's are crossed.

#### TWO.

When you've returned your client profile and we have had a look over it, we'll be in contact to book a consultation time. This is obligation free, we do not charge for this service, in fact we will shout the coffee! It usually takes about 30 -60 minutes. We will sit down with you, chat about your plans, likes/dislikes, wants and needs, your budget and the overall vibe and atmosphere you want to create on the day. We take this information away to create your personalised style file/proposal.

#### FIVE.

During the week-of and on the day of your event we will liase with all the third party vendors to organise smooth running of your event.

Depending on your level of styling service we will be there throughout the day to facilitate any on-day requirements. We will also coordinate pack down and returns following your event.



We are so excited you are considering Meka to be a part of your special event! If you are yet to get in contact with us, here are a few things to consider before doing so. Although you don't need every detail decided on (after all that's why we're here!), there are some aspects of your day we will need to know in order to provide suggestions, useful information and an accurate quote:

- Event Date to confirm our availability
- Venue knowing your chosen venue is one of the most important aspects, as this will be our blank canvas. We can take into consideration logistics including allowance for furniture/lighting/installations, venue restrictions, time frames, delivery access, etc. It also allows us to suggest unique, tailored design options specific to the space to really make the most of your styling.
- A 'Starting Point' whether its a bridemaid's dress colour, a bouquet inspo photo, a sentimental element you would like as a focal point. This gives us an excellent platform to build the rest of your design around.
- Budget this is not vital but it is recommended to have a rough idea of what you are comfortable with allocating towards your styling. Flowers and styling are a major component of your big day, they set the scene and create an atmosphere, they are often what your guests will remember most and will be captured within your photography.

# FAQS

#### HOW DO I BOOK YOUR SERVICES?

To secure a date we require a 25% deposit of your quoted styling cost. The remaining balance is then due 30 days prior to the event. We are more than happy to organise a payment plan so you can pay installments in a way that works for you.

#### WHAT IF THINGS CHANGE?

We understand when planning an event sometimes over 12 months out, some details can change. We are flexible and able to make adjustments within reason, for example confirming number of guests once RSVPs are received or adding another buttonhole, etc. Major style changes may result in additional admin and labour costs.

If there's anything else you would like to know, please feel free to shoot us an email!