



Presents

Planning Like a Pro

Four Hour Workshop

\$275

Don't let the struggling economy stop you from having a professionally planned wedding. Learn to plan just like the professional wedding specialists do at a fraction of the cost. Learn their secret techniques, tricks and strategies to plan your own wedding down to the last glorious detail. Taught by a seasoned and trusted Wedding and Event Planner and the ACC Instructor that teaches Wedding Planner Certification to the pros.

We are now offering this class on a one-on-one basis so call 512-267-4544 today to schedule a time that is convenient for you!

Sample Topics for Allison's Events Workshop

"Planning Like a Pro"

- What to do FIRST!!!
- Setting Your Wedding Goals
- What is a Bridal Profile?
- Controlling the Guest List
- Wedding Budget Basics
- Best Budget Tips
- Dates to Avoid
- Where do you find a Minister or Officiant
- Wedding Insurance - do you really need it?
- Latest and Greatest Wedding Styles, Trends and Colors
- Invitations Ideas and Selection - what to watch out for
- Invitation Wording - ideas for every situation
- How to choose a Venue, a Photographer, A Florist, A Caterer and everything else!
- Vendor Insights that You need to Know
- What does the estimate really cover
- Yuck! CONTRACTS!!! Getting it in Writing
- How and When to Negotiate with Wedding Vendors
- Who Pays for What
- Gratuities - are they expected? YES!
- Tips for Planning your Wedding at Work & Tricks for not getting Caught
- Hotel Room Blocks. - how do I get one and what to look for in the contract
- Top Tips for Wedding Cake Selection
- How to Create a Wedding Timeline
- Marriage License Requirements in Texas
- Name Changing Suggestions
- Staffing Your Event
- Bar Beverages and Signature Drinks
- Rentals - what are they and why do I need them
- Linens, China, Silverware, Chafers, OHMY!
- Etiquette Does Matter
- Specialty Lighting
- Music, Music, Music. - how to choose a band or DJ
- Wedding Song Selection
- Run Your Own Rehearsal
- Designing Your Wedding Ceremony
- Managing the Reception when YOU are the Guest of Honor

Each attendee will receive a binder with details from the workshop to take home and utilize as a resource during wedding planning. Also included will be Preferred Vendor discounts that if used will save you more money than the cost of the workshop.