

Wedding Planning Milestone Events

After deciding your wedding date then venue choice is the priority with a parallel decision on a wedding planner ideally. Please see the outline of the next steps and our normal Wedding Planning milestone events for you. [##Suggested actions for you.](#)



Step 1 Wedding Venue Booking & Wedding Plan with Wedding Planner

We are agents for many venues in Phuket and in most cases, your venue and wedding can be booked directly with us - to save time and save on bank charges. Please, can you confirm your venue choice and dates? We will reconfirm availability and rates and advise you accordingly.

If you have booked the venue directly already – great, we then move to the next step.

Villa booking - the villas normally asked for a 50% deposit to book and confirm.

Wedding Planner - we asked for a 20% deposit of the current **Wedding Spreadsheet** balance.

Your wedding spreadsheet a living document and it can change all the way to your wedding day. This is a summary of your wedding plan with cost and we never change your Wedding Spreadsheet without your email consent.

Both deposits can be paid direct to us (if required) and we take care of all the bookings. Our cancellation policy and other important information are here at this link: <https://uniquephuket.com/wedding-planners-phuket/>.

[## Agree on venue and wedding planner and make booking deposits.](#)

[## Design your RSVP invitations, create a MASTER GUEST LIST in Excel. Ceremony time at 5 pm, arrival time with refreshments at 4:15 pm. On the RSVP, ask guests for any dietary requirements, allergies, etc.](#)



Step 2 - Wedding Photography, Videographer, and Hair & Makeup Selection & Booking

On booking, we send you an extensive list of our recommend wedding vendors in Phuket for you to review and select. On selection, we confirm their availability and rates. If there is an artist that you like that is not on the list, we can contact for you or you can book direct.

[##Review Wedding Photography, Videographer, and Hair & Makeup vendors and make your selection.](#)



Step 3 - Wedding Design

We will collect your wedding design ideas by email, Skype call. We deliver a **Wedding Design Document** for review and revision until correct.

We create a private Pinterest Board for you.

Wedding Planning Milestone Events

add your wedding design ideas to your private Pinterest Board. You can also email your designs ideally with reference pictures.



Step 4 - Menu Creation

We send example menus for you to review (Thai and/or Western) and answer any questions request you have on the menu and bars.

You send us your ideal Menu - we check with our Chef on balance and cost then advise.



Step 5 - Wedding Day Schedule & Layout Plan

In the last 2 months, we put all the plans and decisions together and create *a Wedding Schedule with a Wedding Layout* at the venue - for your review.

##Review and agree Wedding Day Schedule and Layout.

Confirm and update MASTER GUEST LIST with your guest's Accommodation so a Transport Plan can be finalized.

Confirm Final Guest numbers 2 weeks before the wedding.



Step 6 - Wedding Day

The planning is now complete and Paul & Supparin just monitor all is going to plan and adapt accordingly. We stay until your wedding is complete.

##Wedding Rehearsal with Bridal Party ideally the day before or on the morning of the wedding.

##Delegate wedding day tasks to your Bridal Party as part of the planning.

Remember to eat a good breakfast and light lunch.

##Enjoy your Special Day!