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LEAH THE WEDDING PLANNER

PLANNING BROCHURE

# ABOUT LEAH



Hi there!

I'm the founder of Leah the Wedding Planner — a boutique wedding planner devoted to curating timeless, elegant celebrations with effortless style and meaning at their core.

With a background in luxury weddings and a passion for refined design, I bring a calm, thoughtful, and detail-obsessed approach to every celebration. My role is to translate your story into an experience that feels personal, polished and unforgettable.

Whether you envision a romantic countryside affair, an elegant marquee wedding or something beautifully bespoke, I'm here to guide and support you through every stage — with care, creativity and discretion.

This business was born from a deep love of beautifully considered moments, heartfelt connections and making the planning journey as joyful and seamless as the day itself.

I invite you to explore my services and get in touch — together, we'll bring your wedding vision to life with grace, intention and a touch of magic.

Love, Leah

x

# HOW WE WORK TOGETHER



Wedding planning doesn't have to be stressful — in fact, it should be exciting! My job is to turn your ideas into a wedding that feels beautifully organised, brilliantly creative and totally “you,” without the chaos behind the scenes.

I work with couples like a teammate: someone who listens, understands your vision, keeps everything under control and adds a sprinkle of design magic along the way. I value great communication, thoughtful details and making the whole journey feel enjoyable.

You can expect a planning process that's warm, energetic and full of support — from choosing suppliers to managing timelines, solving problems and making sure your day flows flawlessly. I'm here to make wedding planning feel easy, fun, and completely stress-free.

## What to expect:

1. Clear organisation with access to your personal wedding planning online work documents
2. Open communication from the get go whether that's on the phone, text, email or WhatsApp.
3. Reliable professional that takes care of all the small details so you can enjoy the journey

# FULL WEDDING PLANNING

*For couples who want expert guidance from start to finish.*

This package is designed to take the pressure off you completely. I'll be with you every step of the way — from the first ideas to the final dance. I'll handle the planning, sourcing, scheduling and coordination, so you can focus on enjoying your engagement and the build-up to your big day.

## **Includes:**

- Initial planning meeting to discuss your vision, budget and priorities
- Full venue and supplier sourcing, booking and management
- Design and styling support
- Timeline and schedule creation
- Regular check-ins, unlimited contact
- 6-week handover and full on-the-day coordination
- Me as your main point of contact for all suppliers and logistics

Your day, your vision — planned and executed to perfection.

MINIMUM SPEND £2,000  
10% OF WEDDING BUDGET



# 6 WEEKS PRE WEDDING



*For couples who've planned the wedding, but want support to pull it all together.*

You've booked everything, but now it's time to hand it over. I'll step in six weeks before the big day to take over communication with suppliers, confirm all the details and create a detailed timeline — so you can enjoy the lead-up stress-free.

On the day, I'll be there to manage everything behind the scenes.

## **Includes:**

- One handover meeting - 6 weeks before the wedding
- Review of all bookings and supplier contracts
- Wedding day timeline and supplier contact schedule
- Final venue check and coordination
- Full on-the-day coordination (setup, supplier arrivals, guest management, etc.)
- Discreet support throughout the day to keep things running smoothly

Hand over the clipboard and relax — I've got it from here.

MINIMUM SPEND £1000  
BESPOKE BASED ON REQUIRED DUTIES

# ON THE DAY COORDINATION

*For couples who've planned it all but want peace of mind on the day.*

You've done the hard work — now let someone else run the show. I'll be there on your wedding day to make sure everything goes to plan, managing the logistics, suppliers and timing so you can fully relax and enjoy every moment.

Includes:

- One pre-wedding meeting - 2-3 weeks before the day
- Creation of a wedding day timeline
- Venue visit
- Liaison with all suppliers on the day
- Full on-the-day coordination and support

Because you should be sipping champagne, not checking the schedule.

MINIMUM SPEND £650  
BESPOKE BASED ON DUTIES ON THE DAY



# POWER HOUR



Need a little wedding planning boost? A Power Hour is your dedicated video call to get unstuck, get inspired and get things DONE.

Whether you're knee-deep in table plans or just starting to think about flowers, this is your moment to talk it out with a pro.

We'll chat through where you're at, what's next and how to stay sane along the way. Expect guidance, a solid plan, plenty of tips and a few laughs too.

Think of it as a friendly planning pit stop — quick, supportive and packed with clarity.

After your call, a personal plan will be compiled to include all the discussed points into an easy step by step guide.

Let's make wedding planning feel a little lighter and a lot more fun!

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# THE BOOKING

**1** Start by sharing a few details about yourself, your partner and your wedding plans. Don't worry about having everything figured out — just tell me what you can. The more I know, the better I can tailor my support to you.

Once your form is submitted, I'll then reach out personally to chat about your ideas, answer any questions, and share how I can help make your day unforgettable.

**2** During the consultation, this is where we discuss the big plans and what you need from me.

After our call, I'll put together a personalised quote where you'll have a clear picture of what I will be responsible for and how everything will come together, giving you the confidence to make informed decisions. From here, it's entirely up to you whether you'd like to move forward — no obligations, just clarity, inspiration and a roadmap for your perfect day.

**3** Once you're ready to go ahead, the fun really begins! Each package will have different needs and communication styles but I am always on hand for little questions and late night inspo pics. You can relax knowing I'm handling the behind-the-scenes planning so that when the big day arrives, everything is stress-free and exactly how you imagined.



# ADDITIONAL INFORMATION



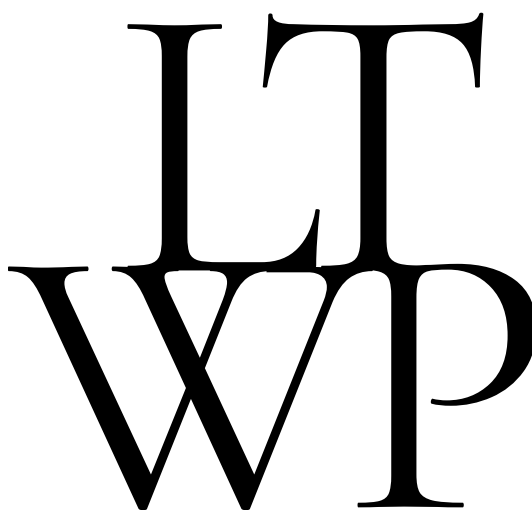
To book any of the packages, please get in touch – I'd love to hear about your plans!

A bespoke quote will be provided based on the support you need.

**Please note:**

- Minimum fees apply to all packages
- A wedding planner typically costs 10–12% of your total wedding budget
- Additional services such as hen do planning, bridal shower coordination and supplier sourcing can be added to any package
- Travel within a 45-mile radius of Lincoln is included
- Travel outside this area is charged at 50p per mile
- Accommodation is required for certain distances and abroad weddings
- Hot meals are required for on the day coordinations

*Let's create a plan that fits your wedding vision perfectly.*



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