# Wedding Planner & Organizer

BY RUANG INSAN





## Greetings!

Ruang Insan gives a full & stress-free wedding plan.
Through careful and delicate planning, our professional wedding planners & designers will ensure your dream wedding will come true.

## WEDDING PLANNER + FULL DAY WEDDING ORGANIZING PACKAGE

SMALL SIZE - RP 15,500,000 (100-300 PAX) MEDIUM SIZE - RP 27,500,000 (400-600 PAX) BIG SIZE - RP 37,500,000 (700-1000 PAX)

#### ASSISTANCE IN YOUR PLANNING & PREPARATION STAGE

- Provides wedding budgeting consultation
- Help to refer and connect to your desirable vendors
- Assisting you and your family to connect with wedding vendors
- Becoming the contact person for your vendors
- Providing detailed timeline
- Providing rundown and vendor details checklist
- Technical meeting arrangement
- Scheduling wedding rehearsal
- Following up your preparation based on timeline
- Making sure that you have completed all necessary things

#### FULL DAY WEDDING ORGANIZING SERVICE

- Preparing the crews and the communication device
- Help to finalise rundown
- Attend technical meeting
- Running and coordinating the holy matrimony ceremony and reception on your wedding day according to the final rundown
- Monitoring every activity as per aggreable guidelines
- Help to assist & give guidance during Tea Ceremony (Tea Pai)

## FULL DAY WEDDING ORGANIZING SERVICE / ON THE DAY SERVICE

SMALL SIZE - RP 9,000,000 (100-300 PAX) MEDIUM SIZE - RP 15,000,000 (400-600 PAX) BIG SIZE - RP 22,500,000 (700-1000 PAX)

- Preparing the crews and the communication device
- Help to finalise rundown
- Attend technical meeting
- Running and coordinating the holy matrimony ceremony and reception on your wedding day according to the final rundown
- Monitoring every activity as per aggreable guidelines
- Help to assist & give guidance during Tea Ceremony (Tea Pai)

### TERMS OF PAYMENT

A down payment of 50% from the total value of the contract signing of the letter of agreement.

The remaining balance need to be completed 2 weeks before the wedding day.

Once official, Ruang Insan team will start working on behalf of the Groom and the Bride.

#### Special Notes:

- Any modification of wedding date will subject to our availability



CONTACT US:

E - RUANGINSANSEJATI@GMAIL.COM IG - @RUANGINSAN.ID WA - 0851 5977 2230