

CONSULTANTS

	CONSULTANT #1	CONSULTANT #2	CONSULTANT #3
Company Name			
Contact Name			
Address			
Telephone			
Website/E-Mail			

How long have you been planning events?			
Do you have a business license?			
Belong to any national or local professional associations?			
Do you have formal consultant training?			
How many weddings do you plan a year?			
Do you provide on-site coordinating services on the wedding day?			
Do you plan more than one wedding per day?			
Do you have assistants to help on the wedding day?			
Can you negotiate special rates with other wedding vendors?			
Can you help establish & manage a budget?			
Do you have a portfolio of weddings you have planned?			
Do you have an emergency wedding day kit?			
Do you coordinate delivery, arrival, and set-up times with vendors?			
How do you charge for your services?			
Is there an extra charge for travel?			
When do you arrive on my wedding day and when do you leave?			
Is there anything you won't do?			
When is the deposit & final payment due?			
Will I save money using a consultant?			
Are there any additional fees?			
Are taxes & gratuity included in the price?			
Can you provide three references?			

MY CONSULTANT IS: Name: _____ Fee: _____ Due Date: _____

Address: _____ Phone: _____

Hours: _____ Email: _____ Website: _____