



Wedding Services

“Let’s explore the endless possibilities”

Thank you for considering Niq Williams Event Management as your partner in planning! Below, you will find our most popular wedding plans. If you don’t see a service plan that fits your needs, call us, I’m sure we can accommodate you!

Initial Complimentary Consultation

The planning process starts here. An initial consultation is an opportunity for you to release your inner most thoughts and desires for your big day. If you don’t have a vision, that’s ok! With NWEM by your side, it will come. Please allow 90 minutes.

Planning Consultation

This service is designed for couples who’d like to plan their wedding without day-to-day assistance, but would like a head start.

- Focus on your vision
- Two, 3-hour planning sessions to cover every detail
- A copy of our preferred vendor list

Please call for pricing.

*The Celebrity Package may be added for a discounted rate – these services will commence 30 days prior to your wedding.

Celebrity

Coordination services designed for the couple who have planned their entire wedding, but would like to sit back and enjoy their wedding day as they've envisioned. Services will begin 30 days before the wedding. Up to eight hours of service on the wedding day are provided by the Coordinator and 2 assistants.

- Focus on your vision
- **Unlimited email and phone support leading up to the 30-day service period**
- "Walk-through" of ceremony & reception site
- Up to three, 2-hour meetings to finalize details
- Confirmation of all vendor services
- Detailed itinerary for all service providers
- Etiquette advisement
- Attendance at menu tasting
- Attendance at final dress fitting
- Rehearsal direction (1 hour)
- Wedding day management and direction
- Attach boutonnieres and deliver bouquets
- Wedding party direction
- Direction of the reception flow and activities
- Act as reception emcee, if needed
- Provide emergency kit
- Deliver gifts/cards to car or hotel suite*
- Honeymoon suite décor*
- Pack-up the belongings of the bride and groom and place into honeymoon suite or car*
- Return of small wedding related rental items (up to two locations)

** Service provided for honeymoon suites within five miles of the reception*

A copy of our preferred vendor list may be added for a fee

A Lady in Waiting (bride's personal assistant) may be added for a fee

Rates vary based on the complexity of the wedding. Please call for a complimentary consultation.

Paparazzi Bride - All eyes on you!

A luxury level of service which encompasses all facets of wedding design, planning and hands-on management. Up to nine hours of service are provided on the wedding day. This service includes the Planner and 4 assistants; Lady In Waiting, Concierge, and two Assistants.

- Focus on your vision – conception to completion
 - Unlimited phone calls and emails
 - Two-hour wedding planning meetings, as needed
 - Assistance with locating all wedding-related venues
 - Design room layout
 - Introduction to hand-picked, qualified vendors (up to 3 per category)
 - Budget construction & management
 - Schedule appointments with contracted vendors
 - Wedding contracts review & negotiation
 - Attendance at meetings with contracted vendors
 - Detailed follow up with vendors and service providers
 - Wedding gown shopping (up to 2 locations) and attendance at final fitting
 - Attendance at menu tasting with selected caterer
 - Attendance at all sessions with the site manager
 - Transportation logistics and management
 - Music/entertainment recommendations
 - Assist with lodging plans for out-of-town guests
 - Up to 20 **"Welcome to Atlanta/Your City"** bags for hotel guests
 - Favors assembly (materials not included)
 - Design development for pre-wedding parties
 - Assistance with stationery selection & wording
 - Up to two wedding-party information emails
 - Rehearsal luncheon/dinner development
 - Detailed wedding checklist & itinerary
 - On-going etiquette advisement
 - Final confirmation of all vendor services
 - Rehearsal direction (1 hour)
 - Wedding day management and direction
 - Assist bride and groom with pre-ceremony "getting ready" needs
 - Wedding party direction
 - Direction of the reception flow and activities
 - Act as reception emcee, if needed
 - Provide emergency kit
 - Restroom baskets (1 male/1 female)
 - Deliver gifts/cards to car or hotel suite*
 - Wedding night suite décor*
 - Goodies and beverages for your wedding suite*
 - Pack-up the belongings of the bride and groom and place into honeymoon suite or car*
 - Return of small, wedding related rental items (up to two locations)
- * service provided for honeymoon suites within five miles of the reception*

Rates vary based on the complexity of the wedding. Please call for a complimentary consultation.

Paparazzi Bride – Limited (Custom Full Service Planning)

Similar to Paparazzi Bride; however the following services are excluded:

- Lady in Waiting
- Welcome bags
- Favors assembly
- Design development for pre-wedding parties
- Wedding-party information emails
- Restroom baskets

Rates vary based on the complexity of the wedding. Please call for a complimentary consultation.

Offering the following Wedding Enhancements

Non-Floral Centerpieces starting at \$15 per table

Floral Centerpieces starting at \$50 per table (bouquets, boutonnieres, and corsages are also available)

Custom Save the Dates, Escort Cards, Place Cards, Menu cards, and Programs starting at \$1.50 each

Custom Table Numbers starting at \$1.50 each

Candy Buffet Display (wrapped and unwrapped) starting at \$3.00 per person

Rates vary based on the overall decor /theme of the wedding. Please call for a complimentary consultation.

PLEASE NOTE: A \$500 fee will be added to all weddings that take place within 2 days of Christmas, Thanksgiving, New Years Day, and 4th of July.