

The background of the entire page is a soft-focus photograph of wedding preparations. It features several white envelopes tied with teal ribbons, some with wooden rings. There are also some green leaves and a small white card visible. The overall aesthetic is clean, elegant, and romantic.

*ukawp*

UK ALLIANCE OF WEDDING PLANNERS

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SELECTING A  
WEDDING PLANNER



## WELCOME!

One of the main reasons for the existence of the UKAWP is to act as a reliable reference point for you, the brides and grooms.

If you are looking for a professional wedding planner, this is the place for you.

All of our members have been vetted for their honesty, professionalism and experience.

They all offer a consultation where you can discuss your wedding in more detail and how they may be able to help you.

Please view our Code of Business Practice and entry requirements to understand how serious we are about the industry and the planners we promote.

To further assist you we have devised some guidelines.

# GUIDELINES



## RESEARCH

Look through wedding magazines, blogs and search engines to see which planners are listed for your area. Start by reading their websites thoroughly to understand how they operate.

Read the websites carefully for typos and bad grammar. If they cannot proof read their own work, then can you trust them with your stationery?

Contact them for more information.

Do they respond within an acceptable timeframe with clear and concise details?

Arrange a consultation with at least two which meet your requirements. This should be arranged at a time and place convenient for you.

## CONSULTATION

During the consultation, does the planner ask lots of questions regarding your personality and any initial plans?

Do they understand your wedding vision? They should be enthusiastic and build on your ideas.

Do you have a rapport and feel at ease with them? Remember you will be in close contact during the planning so you must actually like them as a person.

What special touches can they recommend for your wedding?

How long have they been in business and how many weddings have they organised? Can they provide references?

Ask how they charge, for example do they charge a fixed fee or a percentage of the budget?

Ask if they accept commission from suppliers or whether discounts are passed onto you.

Ask to see proof of public liability insurance.

Do they have a portfolio for you to look at from past weddings?



## THE PROPOSAL

When this arrives, does it properly reflect your recent discussion?

If the quote is not acceptable, then contact the planner to discuss. Could there be any items which could be removed?

Check whether there are any extra charges, i.e. travel, accommodation, administrative work.

Once you book a planner, make sure you sign a contract. Read it carefully and ask questions if you don't understand something before signing.

Don't forget to use your planner as an information source; they may be able to advise you on any issues of concern.

Keep in regular contact with your planner and update them of any changes.



If you need further information about choosing a wedding planner,  
please contact [info@ukawp.com](mailto:info@ukawp.com).