



# HOTSHOT

EVENTS MANAGEMENT

## WEDDING PACKAGES

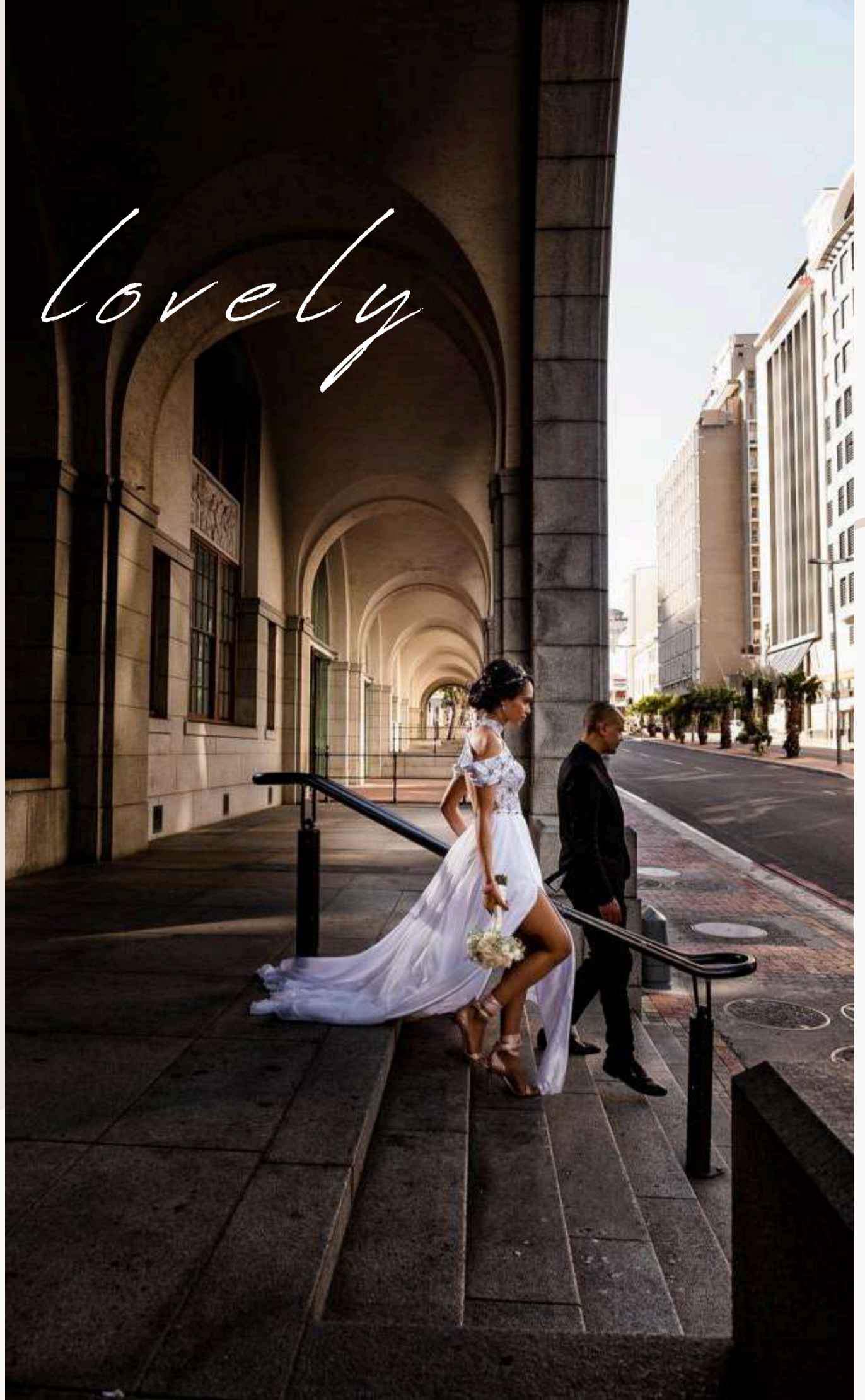
2025/2026







hello, lovely



How exciting that you have started your wedding planning process! Yay!

We are super thrilled that you have touched base with us for your **wedding planning** requirements. We just love LOVE.

We offer a wide range of services under one roof, ranging from full wedding planning, all the way to stationery design and printing.

Outlined in the document to follow we will provide a bit more information and insight into our packages and offerings!

Our packages aren't set in stone as each wedding is planned and curated for each individual couple.

We love to chat and we would **LOVE** to hear more about your ideas! Please let us know when we can schedule a call to chat about your dream wedding day!





# MEET YOUR

*Team*

Our team consists of an AMAZING group of creatives, romantics and logistical planners - all geared up and ready to assist with your every whim.

We take care of it all so that you don't have to, ensuring a stress free planning process and wedding day for you and your loved ones.





# YOUR INVESTMENT

  
**HOTSHOT**  
EVENTS MANAGEMENT

[WWW.LVSTAR.CO.ZA](http://WWW.LVSTAR.CO.ZA) \* LEE-ANN VIGUS





# ON THE DAY

## *coordination*

### SILVER

R12 500

Coordinating one of the most beautiful and memorable days of your lives to ensure that all elements of your day equate to nothing but perfection.

Our **SILVER** ON THE DAY COORDINATION package is a budget friendly option for our DIY superstar bridal couples. You can use your own planning expertise to liaise with your suppliers and book them directly.

1 month before your special day, we will take over liaison with your suppliers to pull all of the strings together and work our MAGIC! We then piece together your day and build a detailed event schedule so that you can kick back, relax and enjoy your wedding day while we take care of the rest.

#### INCLUDED IN OUR SERVICE:

- **8 hours** of hands-on coordination on the day
- 2x 45min meetings prior to the wedding
- Full detailed running order / event timeline
- Onsite food & beverage management
- General onsite supplier management & liaison
- Limited supplier & venue liaison prior to the wedding

#### WE CAN GUIDE YOU ON:

- Sourcing reputable suppliers to assist you with all of your requirements
  - Photographer and/or Videographer
  - Minister / Marriage officer
  - DJ / Live Entertainment
  - Catering / Beverage
  - Decor Hire, Styling & Floral
  - Wedding Cake
  - Stationery design, Print & RSVP Management







# ON THE DAY

## *coordination*

### PLATINUM

R16 500

Coordinating one of the most beautiful and memorable days of your lives to ensure that all elements of your day equate to nothing but perfection.

Our **PLATINUM** ON THE DAY COORDINATION package is an end to end coordination option for our bridal couples, offering a full day of seamless service. We will provide guidance on logistics for your wedding day, while you liaise with your suppliers and book them directly.

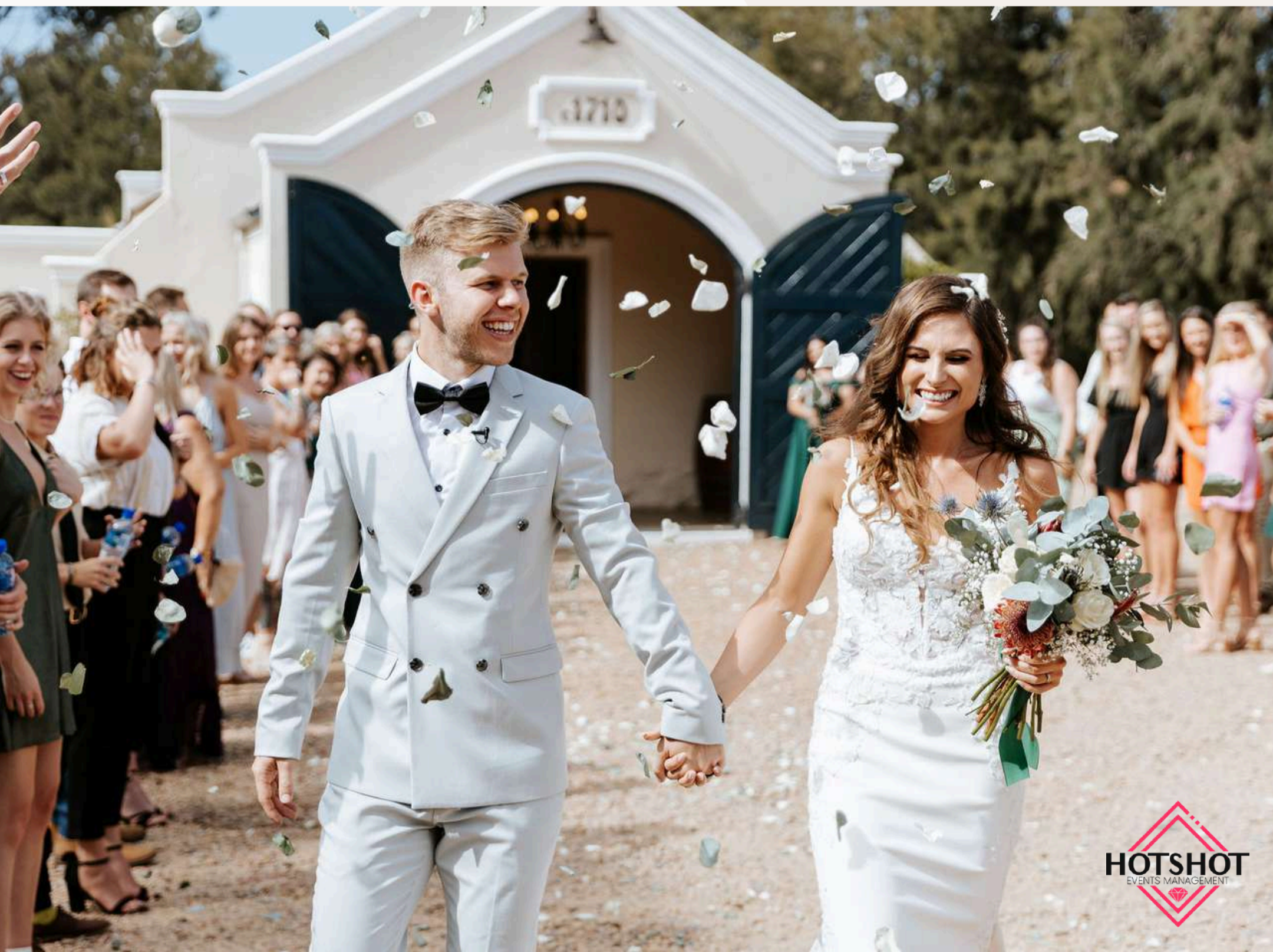
1 month before your special day, we will take over liaison with your suppliers to pull all of the strings together and work our MAGIC! We then piece together your day and build a detailed event schedule so that you can kick back, relax and enjoy your wedding day while we take care of the rest.

#### INCLUDED IN OUR SERVICE:

- Up to **12 hours** of hands-on coordination on the day
- 2x 45min meetings prior to the wedding
- Full detailed running order / event timeline
- Management of your suppliers setting up onsite from the morning of your wedding
- Onsite food & beverage management
- General onsite supplier management & liaison
- Limited supplier & venue liaison prior to the wedding

#### WE CAN GUIDE YOU ON:

- Sourcing reputable suppliers to assist you with all of your requirements
  - Photographer and/or Videographer
  - Minister / Marriage officer
  - DJ / Live Entertainment
  - Catering / Beverage
  - Decor Hire, Styling & Floral
  - Wedding Cake
  - Stationery design, Print & RSVP Management







# FULL WEDDING *planning*

Starting From R25 000

Providing you with an end-to-end full luxury wedding planning service!

Our **FULL WEDDING PLANNING** package is for the bridal couple that needs assistance planning and booking everything wedding related and getting all of this under one roof. Whether you need assistance in sourcing a venue; designing your decor & flowers; finding the perfect photographer; or figuring out the choreography for your first dance - we've got you!

With your guidance on your own personal style - we will book all necessary suppliers on your behalf and take care of all the pre-wedding logistics so that you don't have to.

Your coordinator will compile a venue floor plan & full detailed wedding schedule to ensure the smooth running of each and every detail pertaining to your special day. Our full wedding planning package **includes** our **Platinum On The Day Coordination** rates.

The pricing of this package is subject to the full scope of work leading up to the wedding and on the day of the wedding; the amount of guests; the time of year; etc.

Please enquire with us and our amazing coordinator will be in touch with you to schedule a meeting to discuss all of your requirements in greater detail :)







# ON THE DAY

## *styling*

Starting From R5 500

Surround yourself with timeless elegance, styled and curated to your own personal taste and style.

Our decor & styling team will liaise with you on all the finer details:

- Tablecloths & Napkins
- Decor Hire, Vases, Centrepieces & Floral Design
- Bespoke Cutlery, Crockery & Glassware
- Wedding Arch Hire
- Draping Installations
- Bespoke Fairylights Installations
- Furniture & Floorplan Conceptualization & Styling

Our packages are conceptualized keeping each individual couple in mind. The rates exclude any decor hire, flowers and transport/delivery fees, and are a starting base rate for our team to put a beautiful concept together and execute an incredible set up at your venue.

\*Terms & Conditions Apply







# OTHER *services*

Our services are not just limited to the previously mentioned packages and services. All of our packages can be custom built and curated to best suit your needs and budget.

We can assist with the following:

- Stationery Design & Printing
- Venue Sourcing
- Sourcing the perfect photographer & videographer
- Wedding Cake & Custom Toppers
- DJ & Live Entertainment
- Full Technical Set Up (Staging, Lighting, Walkways, etc)
- Luxury Ceiling / Wall Draping
- Incredible Fairylight Ceilings / Backdrops
- Marquee Letter Lights
- THE LIST GOES ON!







WWW.LVSTAR



# LET'S CHAT

Phone : (office) +27 21 879 6024  
(cell) +27 72 817 7144

Email : [create@hotshotevents.co.za](mailto:create@hotshotevents.co.za)

Website : [www.hotshotevents.co.za](http://www.hotshotevents.co.za)

