



Program & Registration Form

WEDDING PLANNER COURSE
SEMINAR



Module 1

Presentation of the business & the wedding market :

- The wedding market
- The wedding planners market
- Wedding in other countries (Europe & Latin America)
- Being a wedding planner
- The pros and cons of this job
- Work space
- Wedding traditions
- The wedding components
- Etiquette for Invitations

Module 2

Creation of the address book :

- Research of the venue
- The reception tents
- Other providers: caterer, DJ, florist, photographer, videographer, etc
- Finalize your address Book
- Building your team and create a partnership list

Module 3

Wedding organization from A to Z :

- Before signing the contract
- The first contact at the wedding fair
- The initial consultation with the client
- Contract signature
- Make an estimate and a wedding budget
- Lead-up timeline meeting
- Meeting with the different vendors: the venue, the caterer, the DJ, photographer, florist, videographer...etc.
- Define the menus
- Define and calculate the quantities of drink servings

Module 4

Wedding organization & entertainment :

- Catering entertainment
- Organization of musical entertainment
- Children activities
- Other magical and festive activities for the event
- Musical entertainment
- Coordination Day-Off meeting
- Realization of a Day-Off schedule

Module 5

Set up and transformation of the space :

- Organizing the space
- Table layout
- The different types of chairs
- Choosing between doing your own decor
- Art of the table
- Stationary
- The process

Module 6

Ceremonies :

- The wedding ceremonies
- The prenuptial agreements
- Religious weddings - Catholic, Protestant, Muslim, Jewish
- Search for ceremony venue
- The secular ceremony
- Venue and decoration
- Ceremony set up

Module 7

Appearance counseling for the bride :

- Beauty countdown
- Fittings with the bride
- Advice for the bride and the groom's attire
- Choice of the gown according to the body type
- Different types of low neck
- The bridal hairstyle
- Choice of makeup style according to the skin tone, eyes color and the gown
- Survival kit for the Day-Off

Training : WEDDING PLANNER

Objectives :

- Become an accomplished professional in wedding organization
- Get Contracts, estimates, order form, lead-up timeline & checklist to start your career
- In this rich and intense training, you will be trained in organizing weddings from A to Z in **technical and logistical** terms, you will also learn how to select and create your vendors address book, as well as to define your fees. You will also learn about the different types of entertainment, the layout and the transformation of the space in order to be ready for your consultations with your clients.

Duration: One week (40 hours) Monday-Friday from 9:30am-5:30pm

Requirement :

To integrate our training, no educational level is requirement. Your motivation, your involvement and your qualities are enough to be trained at our training school. However, a background in the field of events can be a real plus in order to understand the requirements and the reality of the profession.

Seminars are organised for 10 people maximum.

Our Educational assets

- Follow-up of your project after the training and for life
- A practical Day-Off course offered!
- Client consultation and vendor worksheets included
- Contracts, estimates, order form, lead-up timeline & checklist provided
- Access to a private group where you can exchange and ask your questions to experienced Wedding Planners
- Theoretical and practical course, seen during the seminar, provided in PDF
- Certificate of Wedding Planner following successful completion of the final exam

A follow-up for life

At the end of your training, the Wedding Academy will be by your side to help and support you as part of the follow-up of your business project and in your career path.

Your correspondents will closely follow your career in event planning and will answer all your questions after your training throughout the life of your business.

Day-Off Course

The Day-Off practical course at a real wedding is an immersion in the reality of the field and allows you to acquire a solid experience in terms of organization, coordination and logistics.

What's better than attending a real wedding, supervised by an experienced wedding planner and discovering what's behind the scenes of the wedding and the work of the partners to put into practice what you have learned during your training?

Certification

At the end of your training, if you pass your final exam, you will get your Wedding Planner Certificate!

Our certification, highly recognized in the world of weddings, will allow you to be a reference to your vendors and to offer a service of excellence to your clients.



The WEDDING PLANNER Label will allow you to be renowned in the world of wedding planning and will assure to your bride and groom a service of high quality and excellent professionalism.



The Program Form



Selected City :

Dates of training :

Name :

Surname:

Date of birth :

Adress:

Postcode :

City:

Phone number :

E-mail :

Your personal and professional careers:

What was the point of that initiative? What your needs and expectations are ?

What is your main problem to become Wedding Planner ?