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Welcome to **ternevents**. We hope you will find all the information you need in here to help you decide whether **ternevents** is the right company to work with. However, if you have questions, please email us or pick up the phone with any queries.

BACKGROUND

Sandy Moretta, owner of **ternevents**, has been planning and managing events for nearly eight years, following a successful twelve year career in marketing.

ternevents has a reputation for excellent project and budget management, creativity and diplomacy which are a recipe for smooth running events which meet your goals without overstretching your funds.

Whether you are seeking a fun packed corporate event, an elegant wedding, a private party or a well managed funeral, our client feedback demonstrates how satisfied customers are with our service.

With all events, the key benefits we offer are as follows:

One point of contact: You will meet and have ongoing contact with one individual - not a series of different people. You can get in touch with her whenever you wish to check status, ask questions/ advice or of course change your mind. You can also use her as a 'middle man' for guests to speak with.

Less Stress - More Time: Organising an event can be very time consuming. Handing over the research and the details, to a trusted planner, takes the stress out of preparation and leaves you more time to do the things that you wish or need to do yourself. This may be finding an outfit, choosing gifts or simply taking time to grieve. **ternevents** works with you and keeps you involved whilst taking the strain away.

Cost Effective and Personal Service: We know our prices are competitive and pride ourselves on our ability to manage budgets, our attention to detail, our service excellence and our highly personal approach. Every event is different, and is usually charged at a pre-agreed 'packaged' rate, following an initial planning consultation. To get an idea of prices please read on. We do not charge a percentage of your overall spend, but quote specifically for your needs.

SERVICES

WEDDINGS

A *You And Your Wedding* survey indicates that 26% of those marrying or entering a civil partnership in the UK employ a planner for a variety of reasons. Many people love nothing more than to handle everything themselves, which is great, however some need a few planning pointers and others prefer to let an expert run their day in order that they may simply enjoy it without worrying about whether the caterers will turn up or how professional the DJ will be.

The following lists the basic services which **ternevents** can provide. We will, however, tailor our services to your needs and budget wherever possible.

Full Planning & Management

Following an initial, free consultation, your planner will work with you to plan your perfect day. She will organise, on your behalf, all the elements of your wedding you wish her to including all suppliers such as venue, stationery, flowers, caterers, decoration, gift lists etc. She will budget for you, work to a project timeline and be available throughout for regular meetings, ideas and advice and will attend and coordinate your wedding day. **From £3,500**

Final Few Weeks

If you prefer to do your own planning, but would like support for the last few weeks and on the day, this is perhaps for you. This includes an initial, free consultation after which your planner will visit your venue,



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communicate with and coordinate all the suppliers you have arranged and oversee your big day.
From £650

On The Day Management

You have arranged everything, but don't want to be holding a clipboard on the day itself. Following an initial, free consultation, either face to face or by phone, your planner will be there on the day to coordinate suppliers and oversee the day. **From £400**

Venue Search

Do you want help locating the perfect venue? **ternevents** will take a brief from you and come up with a shortlist for you to visit. **From £150**

Supplier search

Doing well with your planning, but need help finding the perfect DJ or florist? **ternevents** will take a brief from you and come up with a shortlist to your specifications. **£50 per supplier type**

Organise your own day....

Do you want to organise your own wedding but need some help and advice? **ternevents** offer two services which might help you....

Planning Pointers Workshop

Three hour session covering all main areas of planning, with helpful handouts and suggested suppliers, conducted in your home. Afterwards, should you decide to employ **ternevents** for other services, you will receive a 10% discount. **Single client £129 Two+ clients £99**

Planning Clinic

Up to two hour session, conducted in your home. You let **ternevents** know in advance all the areas you require help and advice with and these will be covered in detail, including handouts and suggested suppliers. Should you decide to employ **ternevents** for other services, you will receive a 10% discount.
1½ hours £69 - 2 hours £79

CORPORATE EVENTS

During difficult economic time, with food and fuel prices higher than ever, employees are bound to appreciate their training, product launch dos, Summer family days and Christmas parties more than ever. However, companies and institutions are, of course, concerned with costs.

ternevents will work with you to establish a budget, then stick to it, whilst making it go as far as possible, thus creating stunning, memorable events.

We will project manage and run your whole event or work alongside your internal events coordinator or PA.

Prices are bespoke for each event

PRIVATE PARTIES

Employing a professional planner to help you organise your party, dinner or luncheon allows you to focus on your guest list, choose your menu and enjoy the run up, rather than worry about it. It also means that surprise parties can be a true surprise, as none of the paperwork or preparation need take place at home.

ternevents is renowned for sticking to your budget whilst planning and managing unforgettable parties either in your home or at another venue.

Parties differ enormously in style, budget and size so each is quoted for separately. **From £400**

FUNERALS

Trying to organise an event, however small, to follow the funeral of a loved one can be very hard. Whether or not you knew it was imminent, you probably need to grieve rather than organise caterers or book a room somewhere.

ternevents will work closely with you to ensure your day runs smoothly, allowing you to focus on family and friends and celebrate the life of your loved one. **From £250**

TESTIMONIALS



"I was more than happy to let Sandy bring my dream to life and to co-ordinate everything. The amount of time and effort she saved me, my husband and my family is just too large to be counted. I spent my time enjoying my family and friends being over from the States rather than fussing about the details. My wedding day was incredible and a real reflection of us as a couple. Thank you so much for everything" **Alicia & Phil**



"As soon as Sandy became involved in our planning, she brought a wonderful sense of confident calm and you know you and your loved ones won't have to worry about a thing. Sandy - you're a star!" **Anna & Tom**



"Thanks again to you and your helper for working so hard to make our wedding plans turn into such a special and happy occasion. Sandy you are a rock who I would recommend anyone depend on, to move mountains... of food and wedding paraphernalia into place while smiling as if it was no effort or strain." **Simon & Ali**



"Thank you for all your work with the wedding it was simply amazing, and our guests were stunned, many said it was the best they had ever been to!"
Hannah & Owen

UK ALLIANCE OF WEDDING PLANNERS

Sandy is also a Director of the UK Alliance of Wedding Planners www.ukawp.com which encourages and builds professionalism within the industry.

Sandy is involved in training and mentoring new planners and ensuring that the wedding planning companies accepted as members by the UKAWP maintain high standards.

The UKAWP has a Code of Ethics, to which Sandy, and all members, must adhere. For your interest, and peace of mind, it is as follows:

UKAWP Code of Ethics

- Respond to enquiries within 48 hours
- Respect client confidentiality
- Disclose all suppliers that you have a vested interest in
- Always pass discounts and/ or commission onto the client
- Ensure your Public Liability Insurance is up to date
- Never give client details to any third party unless for the sole purpose of the wedding
- Respect copyright of all planners, co-ordinators and related suppliers
- Represent each client fairly and honestly

PRESS ROOM

TV

Sandy is currently appearing in a 12 week series, Three Grand Weddings, with Wedding TV in which teams and their planners create a wedding with just £3,000.

Sandy filmed with Channel 4's Country House Rescue with the owners of a country home which they wished to open for exclusive weddings.

Radio

Sandy frequently does an expert hour on BBC Three Counties Radio covering different aspects of planning weddings, funerals and parties. Listeners can call in and ask questions and gain free advice.

CONTACT

If you would like to organise a free consultation with **ternevents** please contact Sandy by telephone (01442 828061), mobile (07790 903630) or email info@ternevents.com