

Wedding

INQUIRY



KIARA WEDDING

Make your wedding 100% you!



HELLO,

Couples!

The Management and staf of Kiara Wedding would like to take this opportunity to congratulate you on your forthcoming marriage and extend our best wishes to you for your future happiness. This is a very exciting time for you both as well as your friends and family. Your wedding day will be one of the most exciting and memorable days of your life and we aim to make sure you and your guests enjoy it to the full.

KIARA WEDDING





Your Wedding

DETAILS

Dear, Bride to be

Thank you for confirming your forthcoming WEDDING with us. Further to your inquiry, we are pleased to confirm the arrangement with details as follows:



Wedding Date

2023



Wedding Venue

Wyl` s Kitchen at Veranda



Number of Guests

150 guests



SASMAYA

for Wedding Package Service



① Full Wedding Planning

② Vendors Package



③ Marriage Administration



ALL IN
PACKAGE

for Ceremony & Reception



Modern Intimate

Start from IDR. 198.000.000,- to
IDR.205.700.000,-

Wedding Planner & Organizer by Kiara Wedding
Venue at Wyl's Kitchen Jakarta Veranda Hotel
Decoration by Red Velvet/Decor Everywhere*
Photo & Video by Kimi & Smith Picture/Koncomoto*
Entertainment by La Oficio
MUA & Attire by Ivory Bridal
MC by Iman Dharmawan





② Technical Meeting

- 2x Technical meeting with all vendors to confirm all details with the appropriate vendors prior to the wedding
- 1x Technical Meeting with families



① Full Planning from A-Z

- Unlimited Consultation
- Assist budget planning, designing wedding concept, choosing vendors/venue research, meeting & dealing with vendors, and personal consultation
- Help to Collect archives of contract with all vendor and payment schedule details
- Coordinate and follow up with agreed vendors
- 1x Assistance in food testing
- 1x Assistance in fitting gown & suit
- Arrange all meeting needed and coordination with all vendors during preparation
- Arranges all event need and checklist preparation needs (Include every details from vendors)



③ Rundown of The Event

- Coordinating activity 4-5 persons (Full HT communication), standby 5 (five) hours before the wedding
- Create wedding event guides, event checklists & timeline during preparation
- Create Rundown of the wedding day (from Ceremony/Holy Matrimony to Reception)
- Vendors set up on time and briefing all Vendors include Usher +Family
- Attending and checking all vendor loading the day before
- Monitoring food and guest traffic
- Photo session arrangement



④ Emergency Services

- Emergency Kit Services
- First Aid Services



⑤ Additional Services

- Handling Marriage License Administration (not including administration & institutional fee)



① Facilities & Amenities

- Venue usage (indoor & outdoor/pool area) for maximum 3 hours (not including decoration set up/clear up)
- Maximum capacity 100 pax for sitting party and 200 pax for standing party
- Sound System set 3000 watt
- Large parking area (up to 200 cars capacity)



② Food & Beverages

- Food tasting for 6 persons, 6 menu choices, only on weekday at 12 - 7 pm
- 150 portions of buffet menu, including:
 - 2 Appetizer,
 - 1 Soup,
 - Steam Rice & Fried Rice,
 - 1 Vegetable,
 - 1 Noodle / Pasta,
 - 3 Main Courses,
 - 3 Desserts,
 - 1 Traditional Drink
 - Slice Fruits
 - Free Flow 3 Beverages

① Entrance

- Gate entrance with fresh flowers
- Welcome signage
- Guest table area decoration (artificial flowers)
- 4 pcs of angpao boxes
- 4 tiffany chairs
- Entrance property

② Aisle

- Aisle runners
- 1 set of pergola
- 6 pcs of standing fresh flowers
- 6 pcs of love quotes

③ Main Stage

- Backdrop up to 8 - 10 m (full fresh flowers)
- Sets of chairs & properties
- 1 set of exclusive wedding rug
- Mini garden (fresh flowers)
- 4 LED lights
- 1 set of industrial lamp

④ Wedding Gallery

- Photo gallery decoration
- Photobooth decoration 3-4m (fresh flowers)
- 2 pcs LED lights + 1 set of industrial lamp



① Entrance

- Entrance gate
- Guest table + 1 set of flowers arrangement
- Angpao box + flowers decoration
- Guest book
- Exclusive welcome sign + 1 set of flowers arrangement

② Aisle

- 2 sets of standing flowers
- Aisle runners 6m

③ Main Stage

- Backdrop mixed flowers 5m x 5m
- 2 sets of standing flowers
- Sets of chairs & properties
- 1 set of exclusive wedding rug 5m
- 2 pcs of LED lights (spotlight)

④ Wedding Gallery

- Photo Gallery 2m x 2m

① Music Entertainment

- 1 singer
- Keyboard / Guitar
- Saxophone

② Master of Ceremony

- 4 hours of event coverage
- Standby 1 hour before the event
- Inclusive of: Make up, dress , hair do & transportation
- Not including technical meeting & lunch box



① Kimi & Smith

- 6 hours wedding coverage
- 2 photographers
- 2 videographers
- 150 edited photos
- 2-3 minutes cinematic video
- 8 minutes wedding video

② Koncomoto

- 2 photographers
- 2 videographers
- 30-60 seconds video teaser
- 300 edited photos
- Album & box 20x30.50 pages
- 5-8 minutes highlight video



- 1 Bride's Gown (Ready stock)
- 1 Complete Groom's Suit (Right of Ownership)
- Make-up & Hair-do/Hijab do
- 1x Make-up & Hair-do/Hijab for Bride and Groom
- 1x On the Spot Retouch for Bride
- 2 Make-ups & Hair-dos/Hijab for Mother
- 2 mother's gowns
- 2 angpao gowns



We are looking forward to hearing from you, and ready to be a part of your Special Day :)

*Best
Regards,*

Kiara Wedding

hello.kiaraproject@gmail.com
+62 821-2875-0044

