



 MJPEVENTS

Event & Wedding Planning

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About Us

MJP Events was established in 2011 by Jeanette Spencer, who is a Certified International Event and Wedding Planning Professional (IEWP) and who is also certified in Event Design & Décor (IEDP). MJP Events specialise in planning events and weddings within the UK and also work with clients wishing to marry in the Caribbean.

We are a professional and dedicated team of event consultants that are happy to assist and work with you through each stage of planning your event, making sure the execution of your event is flawless whilst running as smoothly as possible. We actively focus on giving you the special day you've been dreaming about, saving you both time and money during the process.

We are always willing to go the extra mile for our clients.

We have very close relationships with venues, vendors and suppliers worldwide and can negotiate the best rates for your requirements, making sure that your event is a complete and total success.

We can take care of as much or as little of the planning as you like and have the expertise to give you guidance and advice on issues you may not know much about.

We organise children's parties, milestone parties, weddings and christenings which may include catering, flowers, cakes, music, entertainment, photography and any other special touches you may have in mind.

We offer a diverse range of expertise and services which are able to offer our clients including:

Wedding & Event Planning, Corporate Event Planning, Religious Ceremonies, Party Supply Hire Items, Event Decor & Design



Wedding Planning

We are able to offer our clients a variety of wedding planning packages as well as a bespoke service which can be specifically developed to suit your individual requirements.

Venue sourcing – from £250

Finding a venue in the location you want on your chosen can become a very stressful and time consuming process. Our venue sourcing planning actions allows you to let us take care of this process for you and includes the following:

- We will find and shortlist potential venues according to your dates and requirements
- Organise visits and attend your top three venue choices with you to offer advice
- Negotiate prices on your behalf
- Reserve the date
- Provide all details to you regarding deposits and payment requirements

Supplier sourcing – from £250

Sourcing the right suppliers for your big day can be difficult. It's also extremely time consuming especially as its advisable to obtain three quotes per item to ensure you are getting the best price and value for money. Finding the supplier you want to use and then discovering he is fully booked on your date is always a disappointment and there's always the obstacle of negotiating the costs which many people find difficult. This service includes the following:

- We will find and shortlist three available suppliers for each item you need i.e. cake, photographer, transport etc
- Arrange meetings with you and your suppliers to discuss your requirements, either in person, by email, or by telephone
- Reserve your date with chosen suppliers
- Organise payment and deposit schedules
- Includes initial briefing with you and final supplier meetings

Venue & supplier sourcing – from £395

- Includes all of the services from packages one and two detailed above.

On the day coordination – from £475

- We will be present on your big day ensuring everything runs smoothly leaving you to totally relax and enjoy yourselves.
- Preparation of timing plan for all suppliers and the days running order
- Liaison with all suppliers and venue staff just before and on the day to confirm timings, goods/services ordered, finalise all arrangements
- Responsibility of all monies for supplier payment balances on the day
- On hand for guests and bridal party's general requirements
- Includes two pre-wedding meetings

Full service wedding planning – from £1695

Our full service package covers every aspect of your wedding, leaving nothing to chance and gives you peace of mind that you are in the hands of the experts when organising the most important day of your life.

- Preparing a budget
- Preparing a pre-wedding timeline, on-the-day schedule and checklist
- Venue Sourcing
- Menu & beverages selection advice
- Guest accommodation
- Supplier Sourcing
- Equipment hire i.e. chairs, marquees, gazebos, red carpets, linens, candelabras
- Wedding design, styling and themes
- Wedding attire & accessories
- Wedding & invitation etiquette
- Guest lists, seating & table planning
- Attendance and advice at practice ceremony
- On the day coordination
- Venue set up on the day including placements of orders of service, favours, gifts, set up of table and seating plans
- Includes four pre-wedding meetings

Wedding theme and styling – from £250

We can assist you or completely manage the design of your wedding, helping to bring the whole look and theme of the day together. This option includes:

- Colour scheme
- Theme (including attire advice if required)
- Decoration supplies
- Supplier sourcing, price negotiation, ordering and receiving of goods ordered
- On the day coordination of all aspects of decoration and set up
- Two pre-wedding meetings and mood board

Paperwork only – from £150

This is a service we provide to handle all the crucial elements that need to be done in the preliminary stages of planning a wedding. These elements can be time consuming but if ignored or rushed can lead to fundamental problems later on.

- Preparing a budget and helping you stick to it, advice on where to make un-noticeable savings and other handy tips
- Preparing a timing plan of the run up to the wedding
- On-the-day timing plan
- Wedding etiquette advice, includes things like when to send invites & save the date cards, order of the day, gifts, speeches and much more
- Guest lists, seating and table plan arrangements
- Includes two pre-wedding meetings

Bespoke packages

For a bespoke package personalised specifically to your needs which enables you to choose from any of the services listed above. If there is something which has not been mentioned but which you may need us to assist with, please contact us and we will be able to provide you with a quotation.

If you would like to arrange a no obligation consultation please contact us.



Destination Weddings

A wedding abroad can make your special day even more special. Imagine how amazing it would be sharing your vows with your fiancé somewhere as romantic as a beach! Also, destination weddings can save you money as you will probably have less guests attending, they are very intimate and could tie in with your honeymoon!

The key to success for any wedding abroad is to make sure you do your research. That's where we come in. We can help you find a wedding package that is right for your needs and budget.

So why choose a destination wedding?.....

Besides the amazing sunshine, white sandy beaches, beautiful tropical flowers and delicious seafood there are many other advantages to consider!

It is likely that a wedding abroad will be much smaller and more intimate than a traditional wedding and so should be less hassle for you or your wedding planner to organise.

Wedding packages usually include the ceremony, flowers, catering, the cake and music. Things such as entertainment, photography and videography are normally charged as optional extras.

The only things left for you to organise are the outfits for yourselves and your bridal party!

The beauty of a wedding abroad is that you can relax and enjoy this magical occasion and you don't have to get stressed out about planning your honeymoon because you'll already be in the perfect location.



DESTINATION WEDDING PACKAGES:

Option 1: The Complete Package (all inclusive) – from £3500

With our complete package we take care of all of the hard work for you. For destination weddings we will coordinate all the travel arrangements and accommodation for you and your guests, source and book your venue, officiant, paperwork, caterers and flowers in preparation for your special day. We also provide on the day co-ordination and arrive on site a week before the event to make sure everything runs smoothly.

Option 2: The Full Package – from £3000

This option gives you all the benefits of the complete package only without the travel arrangements so if you have already booked your flights or accommodation, but would like the experts to take care of the rest then this is the right option for you.

Option 3: The Perfect Plan – from £850

With this option we will meet with you right at the start of your wedding journey. We will discuss all your plans and expectations for your day and from the information you give us we will go away and devise a time defined and action plan for you to follow whilst planning your wedding. This includes scheduled meetings with us along the way.

Option 4: The Bespoke Option

If none of the packages above are quite what you are looking for please feel free send us an email or call us to discuss a tailor made a plan designed especially for you, no requirement is too big or too small, let us know what you are looking for and we will be able to provide you with a quotation.

Options 1 & 2: Explained

We will start with an initial meeting where we'll discuss all your hopes and expectations for the day. Then we will go on to discuss your budget and from this we can devise the rest of the details, making sure that we stay within the financial parameters you have set.

If you are planning a wedding abroad and you have opted for us to organise your travel our job will begin by researching travel prices for the dates you require and finding your ideal place to stay whilst in your chosen destination. Please note we can also source packages for your guests, and you can give them the option of booking through us – we can arrange a list of accommodations for your guests choose from either including your abode or not (this is for yourselves to decide) if they do opt to book through us we offer a range of disbursement options so they are able to spread the cost if they choose to do so.

If you are visiting your wedding location prior to the event we will set up meetings with the venues, officiants, caterers etc, which we think are suitable to your needs, if not then we will show you our comprehensive records on said options which will enable you to make a well informed decision on what you want to go with.

Once all decisions have been made we will take care of all the booking arrangements for you. We will also take care of all the necessary legal requirements for you making sure your wedding is permitted both there and back at home.

If you want to go somewhere else for your honeymoon we can also arrange this for you.



Event Planning

Children's Parties

Are you looking into creating a memorable and fun party for your children? Here at MJP Events we understand that it's difficult to find the time to plan and organize parties yourself. The pressure of organising a creative party can sometimes fall beyond your capabilities.

Why not let us plan your child's special day. We'll plan the theme, provide costumes (unless guests arrive wearing their own), décor, food, favours and other assorted goodies, entertainment, and clean up afterward so parents can enjoy the festivities instead of running themselves ragged.

We do more than birthday parties, why not go all out with Halloween, Christmas, end of school and end of summer parties.

Some of the items we stock for children's parties include chocolate fountain, bouncy castle, costumes and party games to name but a few.

Our birthday party packages are completely customizable and affordable. Each package is loaded with creative play, interactive games, and lots of wild and wacky fun!

Mile Stone's

At MJP Events we specialise in planning various milestones which include:

- Birthday Parties
- Engagement Parties
- Anniversary Parties
- Themed Parties
- Baby Showers
- Family Reunions
- Graduation Parties

All of these milestones are events which take place throughout the course of our life and that should be thoroughly enjoyed, fondly remembered and proudly recorded. This is best achieved when events have been well planned and well executed. We specialise in making sure your event is flawless and will help you to achieve an event that your guests will be talking about for years to come.

If you feel like you lack the creativity, the organisational skills and the time and energy to plan your event but would still like to achieve a fabulously special event then you may want to consider calling in the big guns, after all events are what we love doing and what we do best!

As events can vary depending on your personal specifications we will need you to get in touch to give us some information on the type of event you are trying to achieve. We will then ask you a few questions at which point we will be able to offer you a quote.

Religious Ceremonies

Planning a religious ceremony has often been compared with planning a wedding! These events can be extravagant affairs that cost you a lot in both time and money. At MJP Events we are able to help you with numerous parts of the planning process, leaving you to sit back and enjoy the day with your loved ones. We can help with Invitations, finding the perfect venue for the celebration, choosing the food, décor & photographer.

Payment Plans

Our packages vary in price and are suited to your requirements and needs. Prices will be discussed in detail at your consultation meeting.

We provide you with the option of having a payment plan in place which gives you the flexibility to space your payments out each month until your final payment is due, which will be 30 days prior to your event date.

Destination Weddings

You will be required to pay a deposit which will include any airfare or group air contracts that require full payment at the time of ticketing or booking.

Payment plans for your guests

We can arrange specific packages for your guests and can give them the option of paying for their trip over several months instead of as one lump sum payment.

This way more guests will be able to attend your wedding and you and your fiancé can have peace of mind!

Contact

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