



Precious Memories

You've dreamed of this wedding since you were a little girl and now you have your chance to "wow" your guests and make your dreams come true.

We are talking an exotic location, luxury accommodations and private events. This is the wedding to remember...your wedding!

OUR PRECIOUS MEMORIES INCLUDES:

We connect with you

It's important that we know your vision for your honeymoon so we start with a complimentary, no-obligation planning call to learn more about you; your personal tastes and lifestyle

We introduce you to our personalized service that is designed to treat you like a VIP

Conduct Research and Design

- ✓ Research and recommend the ideal destination and location (includes destination/location research; customized Power-point presentation with 3 package options)
- ✓ Research Wedding Packages that fit your criteria
- ✓ Design (3) three custom presentations for guest travel
- ✓ Prepare and deliver Comparative Analysis of (3) resorts and wedding packages (optional)
- ✓ Reserve wedding location, date, time and wedding package
- ✓ Arrange deposit for wedding application and secure booking of wedding
- ✓ Up to 4 revisions of proposed vacation destination/location proposal
- ✓ Coordinate up to 4 conference calls to discuss room/wedding contracts

Assist with Contract Negotiations

- ✓ Request, review and discuss **wedding** contract
- ✓ Request, review and discuss **room** contract (includes room pricing, key dates, concessions, cancellations, terms and agreements)
- ✓ Manage signed contracts (includes room nights, pricing, deposits, payments and attrition)

Design & Book Vacation for Couple and Guests

- ✓ Design Wedding Management Worksheet, booking templates and Excel spreadsheet for capturing guest information
- ✓ Design Newsletter and share wedding information to guests (resort information, room categories, deposit information, contact information)
- ✓ Design Website Content with collapsible menu and links for guests
- ✓ Arrange wedding preview and booking accommodations for preview
- ✓ Reserve room for couple and make room deposit for group

Guest Notification and Travel News

- ✓ Arrange conference calls as needed to discuss travel arrangements
- ✓ Distribute newsletter to guests about wedding and booking process
- ✓ Manage unique booking needs for each guest and reconcile deposits, payments, balances and final payment by appointed dates
- ✓ Design and deliver wedding updates and travel information to guests (including passport and payment reminders, flight information etc)
- ✓ Reconcile deposits, payments and balances
- ✓ Manage booking details, invoicing, rooming list and transfer options

Day of Event Additional Services

- ✓ Travel with group to coordinate transfers and check-in (additional paid services)
- ✓ Assist in making sure events are perfectly coordinated
- ✓ Provide on-site support as needed (additional paid service)

Other Package Inclusions

Travel components of Ultimate Honeymoon Package

Contact us today at 770.469.7370
to get started or email us at judith@whitesandtravel.net