

BUDGET ESTIMATE

CLIENT NAME

GUEST COUNT		150		
EXPENSES		LOW	HIGH	NOTES
	CHURCH	\$ 500.00	\$ 1,500.00	SITE FEE FOR RENTAL
	RECEPTION	\$ 8,000.00	\$ 10,000.00	
VENUE TOTAL		\$ 8,500.00	\$ 11,500.00	
	CATERING	\$ 26,250.00	\$ 37,500.00	FOOD, BAR, BASIC RENTALS + SERVICE
	CLIENT PROVIDED WINE	\$ 2,500.00	\$ 4,000.00	DEPENDENT ON SELECTION
FOOD & BEVERAGE TOTAL		\$ 28,750.00	\$ 41,500.00	
PHOTOGRAPHY TOTAL		\$ 6,000.00	\$ 9,000.00	BASED ON 8 HOURS OF PHOTOGRAPHY
PHOTOBOOTH TOTAL		\$ -00	\$ 1,500.00	
VIDEOGRAPHY TOTAL		\$ 4,500.00	\$ 6,500.00	BASED ON 8 HOURS OF VIDEOGPRAHY
FLORAL TOTAL		\$ 5,000.00	\$ 8,000.00	
FURNISHINGS & RENTALS TOTAL		\$ 4,000.00	\$ 6,000.00	
	TENTING	\$ -00	\$ -00	MAY NEED TENT FOR RAIN BACK-UP PLAN
	STAGING	\$ -00	\$ -00	MAY NEED STAGE FOR A BAND
TENTING & STAGING TOTAL		\$ -00	\$ -00	
	LIGHTING	\$ 3,500.00	\$ 5,500.00	UTILITARIAN + DECORATIVE
	AUDIO	\$ 350.00	\$ 550.00	CEREMONY + TOAST AMPLIFICATION
LIGHTING & AUDIO TOTAL		\$ 3,850.00	\$ 6,050.00	
	CEREMONY	\$ 450.00	\$ 1,200.00	SOLO VS. QUARTET
	RECEPTION	\$ 1,200.00	\$ 7,000.00	DJ IS LOW, BAND IS HIGH
ENTERTAINMENT TOTAL		\$ 1,650.00	\$ 8,200.00	
CAKE / DESSERT TOTAL		\$ 750.00	\$ 1,200.00	
	INVITATIONS	\$ 2,500.00	\$ 5,500.00	SEMI VS. CUSTOM DESIGN
	SAVE THE DATES	\$ 50.00	\$ 500.00	
	PROGRAMS	\$ 50.00	\$ 350.00	
	TABLE TOP	\$ 300.00	\$ 750.00	
PAPER & INVITATIONS TOTAL		\$ 2,900.00	\$ 7,100.00	
DECOR DETAILS TOTAL		\$ 500.00	\$ 3,000.00	
CEREMONY OFFICIANT TOTAL		\$ -00	\$ 1,500.00	HIGH IS FOR A HIRED PROFESSIONAL
HAIR & MAKEUP TOTAL		\$ 3,500.00	\$ 4,500.00	INCLUDES BRIDESMAIDS/MOMS
TRANSPORTATION TOTAL		\$ 3,000.00	\$ 4,000.00	BASED ON 8 HOURS OF SERVICE, 3 SHUTTLES VS. 4
ACCOMODATIONS TOTAL		\$ -00	\$ -00	NOT INCLUDED IN THIS BUDGET
	PORTABLE RESTROOMS	\$ -00	\$ -00	GENERATORS ETC.
	GENERATORS	\$ -00	\$ -00	
UTILITIES TOTAL		\$ -00	\$ -00	
TRUE NORTH PLANNING FEE		\$ 8,000.00	\$ 12,000.00	PARTIAL V. FULL COORDINATION
CASH TIPS		\$ 250.00	\$ 550.00	HIGH IS FOR MUSICIANS
TOTAL		\$ 81,150.00	\$ 206,450.00	
PER GUEST		\$ 541	\$ 1376	

THE WORKING BUDGET

CLIENT NAME

EXPENSES	ESTIMATED	ACTUAL	ADJUSTMENT	DEPOSIT	INSTALLMENT	FINAL	DUE	NOTES
VENUES	\$ 8,500.00	\$ 10,000.00	\$ 1,500.00	\$ -00	\$ -00	\$ -00		
FOOD & BEVERAGE	\$ 33,750.00	\$ 7,338.75	\$ (26,411.25)	\$ -00	\$ -00	\$ -00		
PHOTOGRAPHY	\$ 8,000.00	\$ 7,598.13	\$ (401.88)	\$ -00	\$ -00	\$ -00		
VIDEOGRAPHY	\$ 4,500.00	\$ 5,587.50	\$ 1,087.50	\$ -00	\$ -00	\$ -00		
FLORAL	\$ 8,000.00	\$ 6,960.00	\$ (1,040.00)	\$ -00	\$ -00	\$ -00		
FURNISHINGS & RENTALS	\$ 6,000.00	\$ 4,403.02	\$ (1,596.98)	\$ -00	\$ -00	\$ -00		
TENTING & STAGING	\$ 5,500.00	\$ -00	\$ (5,500.00)	\$ -00	\$ -00	\$ -00		
LIGHTING & AUDIO	\$ 5,500.00	\$ -00	\$ (5,500.00)	\$ -00	\$ -00	\$ -00		
MUSIC & ENTERTAINMENT	\$ 8,000.00	\$ 7,081.25	\$ (918.75)	\$ -00	\$ -00	\$ -00		
CAKE / DESSERT	\$ 2,250.00	\$ -00	\$ (2,250.00)	\$ -00	\$ -00	\$ -00		
PAPER & INVITATIONS	\$ 3,500.00	\$ -00	\$ (3,500.00)	\$ -00	\$ -00	\$ -00		
DECOR DETAILS	\$ 5,000.00	\$ -00	\$ (5,000.00)	\$ -00	\$ -00	\$ -00		
CEREMONY OFFICIANT	\$ 1,000.00	\$ -00	\$ (1,000.00)	\$ -00	\$ -00	\$ -00		
HAIR & MAKEUP	\$ 3,500.00	\$ -00	\$ (3,500.00)	\$ -00	\$ -00	\$ -00		
TRANSPORTATION	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00		
ACCOMODATIONS	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00		
UTILITIES	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00		
TRUE NORTH PLANNING FEE	\$ 12,000.00	\$ 12,000.00	\$ -00	\$ -00	\$ -00	\$ -00		
CASH TIPS	\$ 1,000.00	\$ 250.00	\$ (750.00)	\$ -00	\$ -00	\$ -00		
TOTAL	\$ 116,000.00	\$ 61,218.64	\$ (54,781.36)	\$ -00	\$ -00	\$ -00		

PER GUEST

GUEST COUNT

150

ESTIMATED

\$773

ACTUAL

\$408

CLIENT NAME VENUES

FUNCTION	ROOM	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	SUBTOTAL
CEREMONY	Lawn	1	\$ 10,000.00	\$ 10,000.00	\$ -00	\$ -00	\$ 10,000.00
COCKTAIL HR	Patio	1	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
RECEPTION	Great Room	1	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL							\$ 10,000.00

\$10,000 cost includes full buyout

CLIENT NAME FOOD & BEVERAGE

BEO #	DATE	START	END	LOCATION/VENUE	FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 20%	TAX 8.75%	ITEM TOTAL
TBD	TBD	3:00 PM	4:00 PM	CEREMONY	PRE CEREMONY	LEMONADE	150	\$ 3.00	\$ 450.00	\$ 90.00	\$ 39.38	\$ 579.38
TBD	TBD	4:00 PM	5:00 PM	COCKTAIL AREA	COCKTAIL HOUR	FULL BAR	150	\$ 35.00	\$ 5,250.00	\$ 1,050.00	\$ 459.38	\$ 6,759.38
							0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
							0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
							0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
							0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL F&B												\$ 7,338.75

NOTES

FOOD & BEVERAGE MINIMUM OF \$15,000

[illegible]

CLIENT NAME PHOTOGRPAHER

VENDOR	SERVICES	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	SUBTOTAL
TBD	8 Hour Rate	1	\$ 7,000.00	\$ 7,000.00	\$ -00	\$ -00	\$ 7,000.00
TBD	Digital Image Files	1	\$ 550.00	\$ 550.00	\$ -00	\$ 48.13	\$ 598.13
		1	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL							\$ 7,598.13

NOTES

[illegible]

CLIENT NAME VIDEOGRAPHER

VENDOR	SERVICES	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	SUBTOTAL
TBD	8 Hour Rate	1	\$ 4,500.00	\$ 4,500.00	\$ -00	\$ -00	\$ 4,500.00
TBD	Edited Film : DVD	1	\$ 1,000.00	\$ 1,000.00	\$ -00	\$ 87.50	\$ 1,087.50
		1	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL							\$ 5,587.50

NOTES

Pending Proposal as of 1/26

[illegible]

CLIENT NAME FLORAL

FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Ceremony	Bouquet	1	\$ 350.00	\$ 350.00	\$ -00	\$ 30.63	\$ 380.63
Ceremony	Bridesmaids Boquet	4	\$ 200.00	\$ 800.00	\$ -00	\$ 70.00	\$ 870.00
Reception	Dinner Tables	15	\$ 350.00	\$ 5,250.00	\$ -00	\$ 459.38	\$ 5,709.38
PROPOSAL TOTAL							\$ 6,960.00

NOTES

Pending Proposal as of 1/26

[illegible]

CLIENT NAME RENTALS

VENDOR	FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD	Ceremony	Ceremony Chairs	150	\$ 7.50	\$ 1,125.00	\$ -00	\$ 98.44	\$ 1,223.44
Company TBD	Reception	Linens	15	\$ 55.00	\$ 825.00	\$ -00	\$ 72.19	\$ 897.19
Company TBD	Reception	Dinner Chairs	165	\$ 7.50	\$ 1,237.50	\$ -00	\$ 108.28	\$ 1,345.78
Company TBD	Reception	Charger Plates	165	\$ 3.25	\$ 536.25	\$ -00	\$ 46.92	\$ 583.17
Company TBD	Reception	Sofa	1	\$ 325.00	\$ 325.00	\$ -00	\$ 28.44	\$ 353.44
RENTALS TOTAL								\$ 4,403.02

NOTES

[illegible]

CLIENT NAME TENTING

VENDOR	FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TENTING TOTAL								\$ -00

NOTES

[illegible]

CLIENT NAME LIGHTING + AUDIO

VENDOR	FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL								\$ -00

NOTES

[illegible]

CLIENT NAME ENTERTAINMENT

VENDOR	START	END	LOCATION/VENUE	FUNCTION	ITEM	QTY	UNIT COST	SUBTOTAL	SERVICE 20%	TAX 8.75%	ITEM TOTAL
TBD	3:00 PM	4:00 PM	CEREMONY	PRE CEREMONY	HOURLY RATE	1	\$ 250.00	\$ 250.00	\$ 50.00	\$ 21.88	\$ 321.88
TBD	4:00 PM	5:00 PM	COCKTAIL AREA	COCKTAIL HOUR	HOURLY RATE	1	\$ 250.00	\$ 250.00	\$ 50.00	\$ 21.88	\$ 321.88
TBD	5:00 AM	10:00 PM	DINING AREA	DANCING	HOURLY RATE	5	\$ 1,000.00	\$ 5,000.00	\$ 1,000.00	\$ 437.50	\$ 6,437.50
						0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
						0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
						0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL ENTERTAINMENT											\$ 7,081.25

NOTES

[illegible]

CLIENT NAME INVITATION + PAPER

VENDOR	FUNCTION	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD	Ceremony Program	Letterpress 1 Side	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL PAPER								\$ -00

NOTES

[illegible]

CLIENT NAME CAKE + DESSERT

VENDOR	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL DESSERT							\$ -00

CLIENT NAME DECOR DETAILS

VENDOR	FUNCTION	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD	Ceremony	Etsy Seating Signs	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL DETAILS								\$ -00

NOTES

[illegible]

CLIENT NAME CEREMONY OFFICIANT

VENDOR	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 0%	TAX 8.75%	ITEM TOTAL
Company TBD	Etsy Seating Signs	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL CEREMONY OFFICIANT							\$ -00

CLIENT NAME HAIR + MAKEUP

VENDOR	FUNCTION	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 20%	TAX 8.75%	ITEM TOTAL
Company TBD	Hair	Bride	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Hair	Bridesmaids	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Hair	Mother of bride	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Makeup	Bride	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Makeup	Bridesmaids	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Travel		0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL BEAUTY								\$ -00

NOTES

[illegible]

CLIENT NAME TRANSPORTATION

RES #	DATE	START	END	ITINERARY	FUNCTION	SIZE	QTY	UNIT COST		SUBTOTAL	SERVICE 20%		TAX 8.75%		ITEM TOTAL
TBD	TBD	3:00 PM	10:00 PM	Hotel to Church, Continue onto reception site	Bridal Party	24 Passenger	0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
				Hotel, Church, Reception, Hotel	Guest Arrival Early	33 Passenger	0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
				Hotel, Church, Reception, Hotel	Guest Arrival Early	33 Pasenger	0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
				Hotel, Church, Reception, Hotel	Guest Arrival Late	33 Passenger	0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
				Getaway Car	Bride & Groom	Antique Rental	0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
							0	\$	-00	\$-00	\$	-00	\$	-00	\$-00
TOTAL TRANSPORTATION															\$-00

NOTES

VENDOR INVOICE

DUE DATE

REFERENCES/NOTES

CLIENT NAME UTILITIES

VENDOR	FUNCTION	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 20%	TAX 8.75%	ITEM TOTAL
Company TBD	Ceremony	2 Stall VIP Trailer	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD	Reception	4 Stall Executive Trailer	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Company TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL UTILITIES								\$ -00

NOTES

[illegible]

CLIENT NAME ACCOMMODATIONS

LOCATION	FUNCTION	DETAIL	QTY	UNIT COST	SUBTOTAL	SERVICE 20%	TAX 8.75%	ITEM TOTAL
Location TBD	Room Block	Guest Rooms	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Location TBD	Brides Room	Upgraded Suite	0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Location TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Location TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Location TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
Location TBD			0	\$ -00	\$ -00	\$ -00	\$ -00	\$ -00
TOTAL ACCOMODATIONS								\$ -00

NOTES

[illegible]

CLIENT NAME CASH TIPS

VENDOR	DETAIL	QTY	PER PERSON	ITEM TOTAL
TBD	Band	5	\$ 50.00	\$ 250.00
TBD	Executive Trailer 4 Stall	0	\$ -00	\$ -00
		0	\$ -00	\$ -00
		0	\$ -00	\$ -00
		0	\$ -00	\$ -00
		0	\$ -00	\$ -00
		0	\$ -00	\$ -00
TOTAL CASH TIPS				\$ 250.00

NOTES

* TO PASS OFF TO TNEC. STAFF AT REHEARSAL