

**emma  
jordan**  
*weddings*



**SERVICE**

*Information*

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2025/2026

# meet

*emma x*



*Hi There!*

**I AM EMMA JORDAN, FOUNDER & CREATIVE DIRECTION OF EMMA JORDAN WEDDINGS EST. IN 2018**

I started Emma Jordan Weddings over both my love & frustrations of planning my own wedding. With a managerial background in hospitality, I fell in love with the organisational side of the whole process; I'm a people person, so meeting and speaking with suppliers excites me & I'm not afraid to graft to make sure you get exactly what you want.

The desire to help couples curate and design their own wedding THEIR WAY really excited me - as my own wedding planning journey was very much 'by the book' - over the years i've learnt how to bring out couples inner passions and help bring this out in their wedding day, if this means ripping up the rule book so be it!

*Emma x*

# EJW

*mission*

Team Work & Communication  
are my number 1 priorities. I  
promise to be available when you  
need me most & can't wait to  
work as part of a team for your  
special day.

It is my ultimate goal to create a  
unique and personal wedding  
that reflect both your  
personalities whilst keeping in  
mind your top 3 wedding  
priorities.



# what to *expect*

When you decide that a wedding planner is for you; of course there's an area of uncertainty of not knowing what happens next or during the process.



## **FREE FIRST CONSULTATION**

In this first meeting we'll get to know each other, I'll get to learn your needs, wants & wishes surrounding your big day. I understand and appreciate it's a huge commitment hiring a Wedding Planner - so it's vital that you think we're a match!



## **FIRST MEETING**

We'd plan in a first planning meeting to run through the whole wedding planning process & work through your top 3 priorities; a detailed questionnaire, introduction to our sharing spreadsheet. Then I'll send clear next steps on email



## **REGULAR MEETINGS**

We'd then arrange a catch up meeting 3 months & 6 months with clear next steps of jobs for us both. I'll be available on email for any questions in between these meetings. Including supplier searching, wedding day logistics & design.



## **ON THE DAY TIMELINE**

At our 6 month meeting we'll work on your 'On The Day' plan where we can create a personalised wedding day timeline tailored to you.



## **ON THE DAY COORDINATION**

On the day I'll be there to coordinate all your wedding plans, manage your suppliers & ensure you both have the best day possible!







# full wedding

## planning

This service would be for you if...

You're in the early stages of the planning process; from venue hunting to sourcing the first few suppliers

or

You've opted on a DIY wedding (either a Marquee or Tipi on private land)

### My Full Wedding Planning service includes:

- Planning the creative design & wedding decor concept.
- Ongoing consultation and advice on venues, suppliers, wedding etiquette and styling.
- Access to a personalised master spreadsheet to manage your RSVP's, Guestlist, Budget & To-Do list
- A list of suppliers in line with your requirements for every aspect of your wedding including your venue, catering, photographer, videographer, florist, entertainment, transport, cake designers, etc.
- Once you have short listed potential venues and suppliers, I will co-ordinate all your appointments in agreement with your availability and provide all meeting confirmation details.
- Clear step step action plan via email after our meetings.
- Creating a comprehensive on the day wedding schedule that manages the timing of events with your family, wedding party and suppliers.
- On the day I will be there to coordinate all suppliers and ensure all wedding timings are on schedule so your celebration runs smoothly.

**My Fee:**

based on a % of your overall budget // Minimum fee of £3,500 applies.









# partial wedding *planning*

This service would be for you if...

You're planning a DIY Wedding but need additional support tying up logistics

or

You're half way through the planning process and need additional support in a Venue

## My Partial Planning service includes:

- Consultation and planning handover
- Review current wedding arrangements and contracts in place
- Access to a personalised master spreadsheet to manage your RSVP's, Guestlist, Budget & To-Do list
- Recommend a list of suppliers in line with your requirements for suppliers still left to find.
- Once you have short listed potential suppliers we will co ordinate all your appointments in agreement with your availability and provide all meeting confirmation details
- Clear step step action plan via email after our meetings.
- During the planning process I co-ordinate the venue and suppliers and keep them informed of all arrangements on the day
- Creating a comprehensive on the day wedding schedule that manages the timing of events with your family, wedding party and suppliers.
- On the day I will be there to coordinate all suppliers and ensure all wedding timings are on schedule so your celebration runs smoothly

My Fee:

based on a % of your overall budget // Minimum fee of £2,800 applies.

# on the day

*co-ordination*

This service would be for you if...

You're planning a DIY Wedding; have planned all the suppliers yourself - but need assistance on the day of ensuring it runs smoothly.

or

You feel the need for extra assistance on the day in a venue

## My On the Day service includes:

- Stepping in around 4/5 Months before to help understand the vision of the wedding.
- Development of a detailed wedding timeline and floor plan for suppliers and bridal party 4/5 Months before.
- 2 Meet ups to chat about any concerns or queries.
- Follow up telephone calls to all contracted suppliers 1 – 2 weeks before wedding day
- On-site coordination and supervision at the ceremony site and during the reception for up to 10 hours on the day of your wedding.
- Regular contact with suppliers.

**My Fee: Between £1,200 - £1,700 depending on location & type of wedding**









# design + *style*

This service would be for you if...

You've planned all the logistics but feel stumped on where to go with pulling together the overall vision & aesthetic

My Design & Style service includes:

- Full wedding plans for concept/design
- 3x design proposals to choose from
- Initial meet up to get to know each other and discuss your ideas
- Full list of supplier recommendations
- Ability to work within your desired budget
- On the Day Styling & Assistance
- Access to broad range of props & hire items

**My Fee: Between £800-£1,000 depending on location**

# client *testimonials*

"Emma is truly the best! Her direction is always on point and her responses to messages - sending me inspo feels like shes online 24/7. To me I feel treated like a friend rather than a customer



"Best gal in the business! From the big things to the finer details, Emma has been nothing short of FABULOUS! Attentive, on point & has amazing ideas with an edge, she's really made our dream wedding come true. Thank you Emma!



To anyone who needs any kind of wedding planning or organisation help, team Emma Jordan Weddings are truly amazing. Girls - we couldn't have done it without you!! Forever thankful for you helping to make our day perfect. X



I don't think we would have had nearly as good a day or as relaxed a lead up to it without her, and would recommend her to any couple without hesitation. Thank you so much Emma. You are a superstar.



# lets *chat!*

if you think we're a match;  
I'd LOVE to hear from you!



07950319167

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@emmajordanweddings

Get in touch for a free consultation x

Thank  
you!

Emma x

