# ONE

# **HOW IT WORKS**

So you have our indicative pricing and floral availability and you are keen book our services... welcome on board!

From here, you may choose to book our Styling + Florals package, which provides assistance for all your styling and floral aspects, or you can "do it yourself" if you only require help with your florals elements.

Upon choosing one of our services we will require \$500 + GST non refundable deposit to confirm your date. Please note we do require and \$1500 + GST minimum spend in order to secure One Fine Day's floral team.

### NOW, THE NEXT STEPS:

- Confirm you wedding date with One Fine Day
- Return the signed contract & submit your payment for deposit
- We will send you a floral questionnaire form to complete so we have all the details about your big day. If you have no idea where to start we suggest scrolling through Instagram or Pinterest to start compiling your relevant inspiration imagery. Further than this, you may like to engage our in-house styling services to help bring all the aesthetics together including linen, décor and furniture items to create a cohesive story for your day.
- From here, we will send you our initial costings based on your floral requirements. This can be amended up to three times to firm up your details. Any further changes past this will be charged at an hourly rate of \$75 + GST.
- Three months prior to your wedding date we will be in touch to finalise your floral aspects. At this stage we require your final numbers for all floral elements bouquets, buttonholes, corsages and tables florals. Once this is complete and you have confirmed the final requirements we can place your flower order with our market buyer. Once we have received your final confirmation and submitted your floral order we cannot alter your requirements. Any amendments past this point may be subject to additional administration fees.

# WHAT YOU NEED TO KNOW:

- Because of Queenstown's unique location, we are limited to sourcing fresh florals from markets and growers throughout New Zealand. Please note, this means we cannot always guarantee the exact variety of choice will be supplied. We will always endeavor to do so and will advise if any significant substitution must be made.
- Your final invoice will be sent out one month prior to your wedding date and payment is
  required no later than 14 working days before your wedding or event. International bank fees
  and credit card payment fees apply, so please make sure you read your invoice carefully to
  ensure you cover these costs.
- Due to the nature of our business we are often required to be out the office preparing florals in our studio or setting up on site at events. This means that we predominately work Tuesday through Saturday and our office days are typically Tuesday, Wednesday and Thursday each week. Please be aware that if you contact us outside of these days we will reply as soon as we are back in the office.
- If you have a specific budget you are working to, please let us know. We are happy to provide suggestions of what can be achieved within this and design to suit.
- Please be aware that labour and delivery fees apply to all events and are calculated based on the volume, scale of your floral designs and scope of our involvement on site to set up / install.
   These charges will be outlined in your service fees once we have your requirements firmed up

#### FREQUENTLY ASKED QUESTIONS:

# How do I receive my bouquets and buttonholes on my wedding day?

We offer a delivery service to local hotels and accommodation. Fees apply depending on the location and number of deliveries required. Alternatively, you are welcome to collect these from our Studio at no charge.

#### When will our wedding florals be set up?

Depending on the scale of your floral set up, we may require access to your venue the day prior. We will advise you during the process of finalising your floral requirements if this is necessary. It is your responsibility to check the access availability and timings with your venue and advise us of any issues. If your set up is less intensive, we will only require access on the day.

# Will you collect the flowers the following day?

We will return to your venue the following morning to collect our vases unless prior arrangement has been made. The flowers themselves are yours to keep and are your responsibility to remove from the venue to your day after function. We are able to do this on your behalf, however, additional will fees apply.

#### Do you do corporate events?

Yes, we do. We have worked with some of New Zealand & Australia's top companies, including Kathryn Wilson Footwear, Bacardi Martini, Grey Goose Vodka, Veuve Clicquot and more. From elaborate catwalks, to Gala Dinners and Launch Parties we have you covered.

#### Do you service any areas other than Queenstown?

Yes, we service Queenstown, Wanaka and Central Otago

# Do you charge travel fees?

Yes, we do charge travel outside of the immediate Queenstown area. Costs vary depending on distance and travel time. Mileage is charged at \$1 + GST per kilometre.

# Can you work to a budget?

Yes we certainly can! However, we do have a minimum spend of \$1500 + GST for floral bookings.