



Muse Concepts (PTY) LTD  
 2015/116564/07  
 Event, fashion, wardrobe, retail & commercial  
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 +27 828 255 462

email to: [info@museconcepts.co.za](mailto:info@museconcepts.co.za)

Brides Details

First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Contact Number \_\_\_\_\_  
Email: \_\_\_\_\_

Grooms Details

First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Contact Number \_\_\_\_\_  
Email: \_\_\_\_\_

Wedding Info

Reception

Venue: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_  
Set-Up T&D: \_\_\_\_\_  
Break-Down T&D: \_\_\_\_\_

Ceremony

Venue: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date: \_\_\_\_\_  
S Time: \_\_\_\_\_ E Time: \_\_\_\_\_  
Set-Up T&D: \_\_\_\_\_  
Break-Down T&D: \_\_\_\_\_

Ceremony

Colour Scheme: \_\_\_\_\_  
Flowers: \_\_\_\_\_  
Pews: \_\_\_\_\_  
Confetti: \_\_\_\_\_  
Holders: \_\_\_\_\_  
Extra: \_\_\_\_\_

Reception Guests Tables

Pax: \_\_\_\_\_ Amount Tables: \_\_\_\_\_  
Guests per Table: \_\_\_\_\_ Round: \_\_\_\_\_ Square: \_\_\_\_\_ Long: \_\_\_\_\_

Chairs: \_\_\_\_\_ T/C: \_\_\_\_\_  
U/Plates: \_\_\_\_\_ Serviettes: \_\_\_\_\_  
Cutlery: \_\_\_\_\_ Crockery: \_\_\_\_\_  
Votives: \_\_\_\_\_ Extra: \_\_\_\_\_

Centre Pieces:

Brides Table:

Pax: \_\_\_\_\_ Amount of Table: \_\_\_\_\_

Chairs: \_\_\_\_\_ T/C: \_\_\_\_\_

U/Plates: \_\_\_\_\_ Serviettes: \_\_\_\_\_

Cutlery: \_\_\_\_\_ Crockery: \_\_\_\_\_

Votives: \_\_\_\_\_ Extra: \_\_\_\_\_

Centre Pieces:

Bridal Party Flowers

Brides Bouquet:

Yes	No
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Throw Bouquet:

Yes	No
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Colour Scheme: \_\_\_\_\_ Colour Scheme: \_\_\_\_\_

Style: \_\_\_\_\_ Style: \_\_\_\_\_

Flowers: \_\_\_\_\_ Flowers: \_\_\_\_\_

Brides Maids Bouquet

Groom:

Yes	No
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Quantity: \_\_\_\_\_ Colour Scheme: \_\_\_\_\_

Colour Scheme: \_\_\_\_\_ Style: \_\_\_\_\_

Style: \_\_\_\_\_ Flowers: \_\_\_\_\_

Flowers: \_\_\_\_\_

Other

Best Man

Quantity: \_\_\_\_\_ Quantity: \_\_\_\_\_

Colour Scheme: \_\_\_\_\_ Colour Scheme: \_\_\_\_\_

Style: \_\_\_\_\_ Style: \_\_\_\_\_

Flowers: \_\_\_\_\_ Flowers: \_\_\_\_\_

Extra Décor For Ceremony & Reception

<u>Draping:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;"><u>Yes</u></td><td style="width: 50%; text-align: center;"><u>No</u></td></tr></table>	<u>Yes</u>	<u>No</u>	<u>Fairy Lights:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;"><u>Yes</u></td><td style="width: 50%; text-align: center;"><u>No</u></td></tr></table>	<u>Yes</u>	<u>No</u>	
<u>Yes</u>	<u>No</u>					
<u>Yes</u>	<u>No</u>					
<u>Details:</u> _____	<u>Details:</u> _____					
<u>Details:</u> _____	<u>Details:</u> _____					
<u>Other:</u> _____						
_____						
_____						
_____						
_____						
_____						

Stationery

<u>Save The Date Invite - E Invite:</u>	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>	Yes	No		
Yes	No				
<u>Invitations:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>	Yes	No	<u>Colour Scheme:</u> _____		
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					
<u>Seating Plan:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>			Yes	No	<u>Colour Scheme:</u> _____
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					
<u>Name Tags:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>			Yes	No	<u>Colour Scheme:</u> _____
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					
<u>Thank you Cards:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>			Yes	No	<u>Colour Scheme:</u> _____
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					
<u>Menu:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>			Yes	No	<u>Colour Scheme:</u> _____
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					
<u>Table Numbers:</u> <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center;">Yes</td><td style="width: 50%; text-align: center;">No</td></tr></table>			Yes	No	<u>Colour Scheme:</u> _____
Yes	No				
<u>Amount:</u> _____	<u>Theme:</u> _____				
<u>Details:</u> _____					
<u>Details:</u> _____					

Other:

On the Day Co-  
Ordination:  
Photography:  
Cake:  
Favours:  
Entertainment:

Yes	No
Yes	No
Yes	No
Yes	No
Yes	no

Hours Needed:

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Details:

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Details:

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Details:

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Details:

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\*Receive a quote within 48 Hours.