



Thank you for your interest in Form & Fire for your event florals!

Please fill out as much detail as you can.

Client(s) full names:

Phone/Emails for all contacts:

Event Location:

Date of Event:

Start Time:

End Time:

Planner's Contact (if you have one):

Floral Budget (Base minimum of \$5000 for on-site, full-service events. A la carte designs for pick-up pricing is more flexible. Please provide an estimate as a starting point, it is not binding.):

Approximate Number of Guests:

Location Setup/Breakdown Timeframe:

Location Contact Information:

Your other vendors (Who have you already booked? Planner, Photographer, Caterer, etc.):

Overall Style (give us some adjectives to describe the ambiance you want for your event, ex: barefoot, bohemian, desert neutrals, picnic banquet):

## PERSONAL FLOWERS

Focal Bouquet: colors/style/flower preferences/ribbon styling/sizing, etc.:

Number of Attendants (how many on either side):

Attire Color/Style:

Attendant bouquet colors/style:

Focal Boutonniere/Pocket square:

Additional Boutonnieres (Parents, Officiant, Ring Bearer, etc.):

Suit/Accent Color:

Boutonniere color/style:

Number of additional personal flowers:

Posy Bouquets (we prefer to make these over corsages, but we can go the traditional route if that's for you!):

Flower crowns: If crown is for a child, their age(s)

Other:

## CEREMONY FLOWERS

Specific Ceremony Location at Venue:

ALTAR: Is an arch/pergola/etc. provided by the venue?

If yes, what kind/size?

Will you need to rent an altar structure from Form & Fire? If yes, what style are you hoping for (rustic, simple, pergola, moongate, pedestals, etc.)?

AISLE:

How many rows of chairs will there be?

Aisle/Pew Styling Ideas (chair swags, petals, floor arrangements, etc.):

Entrance Accents Desired (wine barrels, pedestal arrangements, garlands, etc.):

Additional ceremony floral accent ideas:

## COCKTAIL HOUR FLOWERS

Number of Cocktail Tables:

Cocktail Table Design (florals, candles, tablecloth ties, etc.):

Bar/Other Accents:

## CAKE FLOWERS

We can decorate your cake with fresh flowers at your venue on your wedding day, or provide loose stems for your baker to arrange on the cake. Some bakers are amazing at using our flowers on their cakes to complement both the cake and the overall decor, and others are more familiar with sugar art, so it's all about trust. You may want to ask their preference and give them our contact information. Please let us know about your cake design and bakery if you would like us to provide cake florals.

## RECEPTION FLOWERS

Couple's Seating:

(Sweetheart Table/Head, Table/Regular, Guest Table, circle one or explain below)

Do you need a different design for this table than the guest tables? If so, what are you thinking?

Total Number of Guest Tables and how many they seat (not including Couple's Table if it's a separate design):

Number of Shorter Centerpieces desired:

Style of Shorter Centerpieces:

Number of Taller Centerpieces desired:

Style of Taller Centerpieces:

Guest Book Table:

Seating Chart:

Bar(s):

Dessert Table:

Other focal areas: What's special about your venue? Where do you want to draw people's attention? Alternatively, is there something less than aesthetic that you'd like to hide with flowers? Let's create something unique!

## DAY-OF SERVICES

Base minimum of \$5000 for on-site work. Pickup options are available.

### SETUP/INSTALLATION

Some designs require this service because they will not travel well. We will inform you if picking up your designs from our studio for DIY setup is possible). We will need details regarding the venue's time allowances for vendor setup if you choose this option. Price fluctuates based on the number of staff needed to accomplish setup within the venue's time frame. Base minimum is for 1-2 staff members, but if your wedding is particularly large, ornate, or the setup window is short, it may require more hands on deck to make everything picture perfect in time.

### BREAKDOWN/DISPOSAL

This is not a required service (unless you have rentals you are unable to return to the Form & Fire studio within 1 week of the event) but it sure makes your day easier!

We will come back to the venue (or stay on site during the event if we have traveled or have design pieces to move between ceremony and reception) and breakdown, recycle, and dispose of your designs, as well as pick up any rental items. We will need details regarding the venue's time allowances for vendor breakdown if you choose this option. Price fluctuates based on the number of staff needed to accomplish breakdown within the venue's time frame. Base minimum is for 1-2 staff members. If your event is particularly large, ornate, or the setup window is short, it may require more hands on deck to get everything cleaned up on time.

## OTHER IDEAS OR COMMENTS

The more detail, the better!

Let your imagination run wild!