

## WEDDING ENQUIRY FORM

 - Compulsory fields

### CONTACT INFORMATION

 Name of event organizer: .....  
*First name* *Last name*

 Daytime phone number: .....

 Email address: .....

Address: .....


Bride/ Groom's name: .....  
*First name* *Last name*

### BRIEF INTRODUCTION TO THE EVENT REQUIREMENTS:

 **Estimated date of event:** *(dd/mm/yy)*.....  
 For multi days event: From: ..... To: .....

 Estimated time & duration:  Whole day: .....  Multi days: .....  
 Day time: .....  Night time: .....


 **Estimated No of guests:** ..... No of hotel rooms required: .....

 **Event might include:**  Private dinner  Gala dinner  
 Welcome reception  After party  
 Wedding ceremony

 **Estimated budget :** ..... per guest

Do you have a theme? .....

Floral arrangement:  Your own supplier  Hotel florist

 Choose words that best express your event style:


Casual	Formal	Semi-formal	Bold	Simple
Classic	Vintage	Country	Tropical	Trendy
Romantic	Floral	Artsy	Mediterranean	Vietnamese


Do you have preferred colors? .....

 **F&B requirements:**

Type:  Set menu - Plating  Buffet  Preferred cuisine:  International  Asian  
 Set menu - Asian style  Semi - buffet  Vietnamese  Seafood

Special F&B requests: .....  
 .....

 **Entertainment requirements:**  Live entertainment  DJ  
 Standard background music  MC

 **Other requirements:**  Wedding arch  Guests' gifts  Photo shooting  
 Save the date cards  Lucky money box  Cameraman  
 Guest book  Champagne tower  Wedding officiant

Other special requests: .....  
 .....

Who can we thank for bringing you to us? .....