

Budget & Vendor Summary

You may wish to transfer this to a Microsoft Excel spreadsheet to allow you to use formulas

| | | Projected Cost / Budget | Supplier | Contact Details | Date Confirmed | Deposit – Amount & Date Due/Paid/Status <i>Continuously Update</i> | Balance – Amount & Date Due/Paid/Status <i>Continuously Update</i> | Actual Cost |
|-----------|------------------------------------------------|-------------------------|----------|-----------------|----------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------|-------------|
| Ceremony | Event Setup/Styling | | | | | | | |
| | Venue Hire | | | | | | | |
| | Marriage Celebrant | | | | | | | |
| | Stationery – Order of Service Booklets | | | | | | | |
| | Refreshments | | | | | | | |
| | Music | | | | | | | |
| Reception | Venue Hire | | | | | | | |
| | Package | | | | | | | |
| | Bar Tab | | | | | | | |
| | DJ/Band | | | | | | | |
| | Styling / Decorations | | | | | | | |
| | Bonbonnieres | | | | | | | |
| | Stationery – Menus, Name Plates, Seating Chart | | | | | | | |
| Services | Flowers | | | | | | | |
| | Photographer | | | | | | | |
| | Car(s) | | | | | | | |
| | Accommodation – Before and After | | | | | | | |

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|----------------|------------------|-------------------------|----------|-----------------|----------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------|-------------|
| | Cake | | | | | | | |
| | Videographer | | | | | | | |
| Bride/Groom 1 | Dress/Suit | | | | | | | |
| | Alterations | | | | | | | |
| | Accessories | | | | | | | |
| | Hair and Make-up | | | | | | | |
| | Shoes | | | | | | | |
| | Ring | | | | | | | |
| Bride/Groom 2 | Dress/Suit | | | | | | | |
| | Alterations | | | | | | | |
| | Accessories | | | | | | | |
| | Hair and Make-up | | | | | | | |
| | Shoes | | | | | | | |
| | Ring | | | | | | | |
| Bridal Party 1 | Dress/Suit | | | | | | | |
| | Alterations | | | | | | | |
| | Accessories | | | | | | | |
| | Hair and Make-up | | | | | | | |
| | Shoes | | | | | | | |
| | Gift | | | | | | | |
| Bridal Party 2 | Dress/Suit | | | | | | | |
| | Alterations | | | | | | | |
| | Accessories | | | | | | | |

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|--|------------------|-------------------------|----------|-----------------|----------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------|-------------|
| | Hair and Make-up | | | | | | | |
| | Shoes | | | | | | | |
| | Gift | | | | | | | |
| | | | | | | | | |
| | Total | | | | | | | |