**New Client Questionnaire-Wedding/Large Event**

Thank you for being in contact with Willow & Ivy Design! Please fill out the following information to the best of your abilities and return to our designers so we can be more acquainted with your event. Please visit our website for budgeting assistance and pricing. Once we receive your new client questionnaire, we will set up a (free) consultation. In order to set up an efficient consultation, we ask that our clients have gathered all information from our consultation checklist found on our website under our booking process. In order to officially book/reserve your date, a $100 nonrefundable deposit is required. Willow & Ivy works on respectful first come-first serve basis. If you have any questions, please don’t hesitate to contact us. We look forward to working with you! -Our Best, Cas & Sue

**COUPLE’S NAMES**: **WEDDING DATE:**

**ADDRESS**: **# OF WEDDING GUESTS:**

**PHONE NUMBER(S): FLORAL/DECOR/SERVICE BUDGET:**

**EMAIL:**

**BEST METHOD OF COMMUNICATION** (circle all that apply) Call Text Email Facebook

**CEREMONY TIME & LOCATION:**

**RECEPTION TIME & LOCATION:**

**WEDDING THEME/VISION/COLORS:**

**TYPE OF FLOWERS (**circle all that apply) Fresh Dried Artificial

**How did you hear about Willow & Ivy Design?**

**Please check any/all of the following floral items needed for your big day:**

\_\_\_Bridal Bouquet \_\_\_Corsages (women) {# } \_\_\_Cake Flowers

\_\_\_Toss Bouquet \_\_\_Boutonnieres (men) {# } \_\_\_Centerpieces {# }

\_\_\_Bridesmaid Bouquets {# } \_\_\_Ceremony/Altar Arrangements \_\_\_Other:\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Flower Girl Flowers \_\_\_Pew Decorations \_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Floral Crown/Headpiece {# } \_\_\_Garlands/Swags

**NOTES:** (please list styles, flowers/colors, special requests, etc)

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**Please check any/all of the following services needed:**

\_\_\_Decorating/Set-up \_\_\_Event Coordination \_\_\_Vendor Referral

\_\_\_Teardown \_\_\_Décor Rental \_\_\_Custom Veil

\_\_\_Room Flip \_\_\_Delivery \_\_\_Other:\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTES:** (please list details/times, rental items needed, special requests, etc)

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Please email us some inspiration photos explaining what you love to willowandivydesign@gmail.com along with this questionnaire! It is also extremely helpful to bring color swatches (dresses, suits, linens), décor samples, photos of outfits, venues, etc to your consultation so we can create the perfect fit for your most memorable day! It’s all in the details! We look forward to hearing from you! If mailing, please send to:

**Willow & Ivy Design**

**1106 Oakes Rd**

**Boscobel, WI 53805**