

E | ILSA EVENTS
WEDDING PLANNER

A GUIDE TO BOOKING, PLANNING & DELIVERY
DECOR & EVENT STYLING



A Guide to Designing and Delivering Your Wedding Aesthetic

Décor and styling are what transform your venue into a personalised and immersive experience. Through thoughtful design, carefully selected materials, and cohesive visual elements, your décor supplier or event stylist brings your vision to life in a way that reflects your style and enhances the overall atmosphere of your wedding.

From table settings and furniture to large-scale installations and feature areas, styling plays a central role in how your wedding looks, feels, and is experienced by your guests.

Clear planning, defined responsibilities, and aligned expectations ensure your styling is delivered seamlessly and to the highest standard.

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Importance & Role

Your décor supplier or event stylist is responsible for translating your vision into a cohesive and physical environment. Their work ensures that every visual element, from large installations to the smallest details, works together harmoniously.

Their role may include:

- Creative design and concept development
- Furniture and décor hire
- Table styling and decorative elements
- Ceremony and reception styling
- Feature installations such as backdrops, stages, or statement pieces
- Coordination with your planner, venue, and supplier team
- Professional setup and breakdown of all styling elements

Some suppliers provide hire-only services, while others offer full creative direction, design development, and on-site styling. Understanding the scope of their role ensures clarity from the outset.

What Your Décor Supplier or Event Stylist Is Responsible For

Your stylist is responsible for delivering the agreed design, supplying the hired items, and ensuring all styling elements are installed safely and professionally.

This typically includes:

Creative design and planning

- Developing styling concepts, mood boards, or visual proposals
- Advising on colour palettes, materials, and overall aesthetic direction
- Ensuring cohesion across all styled areas

Provision of décor and hire items

- Supplying agreed furniture and décor items
- Providing styling elements such as linens, candles, and decorative accessories
- Providing installations such as arches, backdrops, or staging if agreed

Setup and styling execution

- Delivering and installing décor within agreed venue access times
- Styling tables, ceremony areas, and feature spaces
- Ensuring all items are safely and securely installed



Breakdown and collection

- Returning to dismantle and collect hired items
- Ensuring safe removal in accordance with venue and timeline requirements

Coordination with your planner and venue

- Aligning setup with venue access and timeline
- Ensuring compliance with venue restrictions and policies

What You, as the Client, Are Responsible For

To ensure your styling is delivered as planned, you are responsible for confirming design decisions, quantities, and logistical requirements.

This includes:

- Confirming your styling vision, preferences, and priorities
- Reviewing and approving design proposals and concepts
- Confirming guest numbers and table quantities
- Communicating your timeline and venue details
- Ensuring your stylist has access to your planner and venue contact details
- Reviewing and signing styling contracts
- Making payments in accordance with agreed schedules

Clear and timely approvals allow your stylist to prepare properly and deliver your vision accurately.

Key Details That Must Be Confirmed Before the Wedding

To ensure smooth delivery and execution, the following styling details must be confirmed:

Design Direction & Concept

- Overall styling concept and aesthetic direction
- Colour palette and visual tone
- Materials, finishes, and textures
- Styling approach for ceremony and reception areas
- Styling for key areas such as entrances, stages, and feature spaces



Items Included in Your Styling Package

- Furniture such as chairs, tables, and lounges
- Table décor including linens, runners, chargers, and napkins
- Candles and candle holders
- Signage, table numbers, and decorative accessories
- Feature installations such as arches or backdrops
- Any lighting elements provided by the stylist

Understanding exactly what is included ensures no essential items are overlooked.

Quantities, Scale & Layout

- Number of guest tables styled
- Head table or couple table styling
- Ceremony styling quantities
- Feature area styling (entrance, stage, dancefloor, etc.)
- Height, scale, and placement of installations

Correct scale and distribution ensure a balanced and cohesive visual result.

Setup, Styling & Breakdown

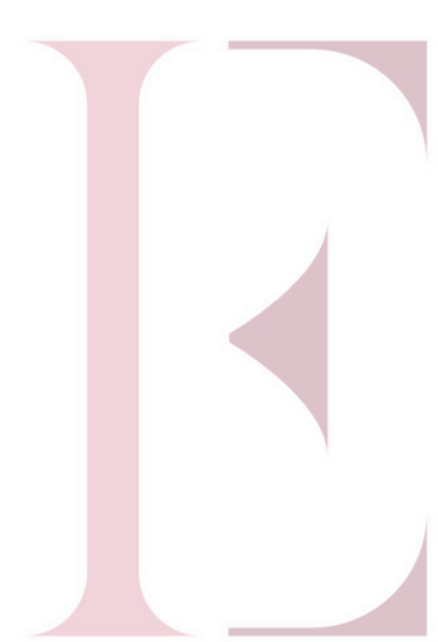
- Venue access times for setup
- Estimated duration of styling and installation
- Who will be present on-site
- Responsibility for setup and breakdown
- Collection timing after the event

This ensures your timeline is realistic and achievable.

Venue Restrictions & Practical Considerations

- Restrictions on fixing items to walls or ceilings
- Restrictions on candles or open flame
- Restrictions on hanging or suspended installations
- Weight limits or rigging requirements
- Confetti or décor-related restrictions

Your stylist must work within venue policies to ensure safe and compliant installation.



Weather Contingency Planning

For outdoor or partially outdoor weddings, confirm:

- Backup styling plans for indoor spaces
- Flexibility of installations if locations change
- Decision deadlines for weather-related changes
- Any additional costs associated with contingency adjustments

Contracts & Financial Details

- Contract terms and conditions
- Deposit and payment schedule
- Final balance due date
- Responsibility for damage, loss, or theft
- Insurance coverage

Questions You Should Ask Your Décor Supplier or Event Stylist

These questions help ensure clarity, alignment, and confidence in your stylist's ability to deliver your vision.

Design & Creative Direction

- How would you describe your styling approach?
- How do you develop and present styling concepts?
- How do you ensure cohesion across all areas of the wedding?
- Can you adapt designs if plans evolve?

Items, Quantities & Package Details

- Exactly what items are included in our package?
- Are quantities fixed or flexible?
- Are candles, linens, signage, and accessories included?
- Are installations and statement pieces included?

Setup & On-the-Day Execution

- What time do you require access for setup?
- How long will setup take?
- Will you be present on the wedding day?
- How is breakdown and collection managed?



Venue Coordination & Restrictions

- Have you worked at our venue before?
- Are you familiar with venue restrictions?
- Will you liaise directly with the venue and planner?
- Are there any limitations we should be aware of?

Weather Contingency & Flexibility

- What happens if outdoor styling must move indoors?
- When must weather decisions be made?
- Are there additional costs for contingency adjustments?

Contracts & Practical Considerations

- What is your payment schedule?
- What happens if hired items are damaged or lost?
- Are you fully insured?
- Are there additional costs not included in the initial proposal?

Final Thoughts

Styling is most successful when creativity, planning, and logistics are fully aligned. With clear design direction, defined responsibilities, and thoughtful coordination, your décor supplier can transform your venue into a refined and immersive environment.

At Ilsa Events, we work closely with your stylist and supplier team to ensure every element is carefully considered, professionally managed, and beautifully executed, allowing your wedding to feel cohesive, intentional, and effortless.

