
M(e) & O

LUXURY WEDDINGS & EVENTS COORDINATOR

EVENTS MANAGEMENT & ADMIN SUPPORT



ABOUT

M(E) & O, A PASSION FOR EXCELLENCE

Hi! I am Delphine, founder of M(e)& O.

With nearly 20 years of experience in London's most renowned restaurants as a Deputy Manager and Events Manager and Coordinator, I have gained extensive experience in planning and coordinating private events.

I have had the privilege of working with high profile clients, creating bespoke experiences for special occasions. I have developed a keen ability to quickly build rapport with clients, understanding their needs, and providing tailored solutions.

I have successfully managed large-scale events such as corporate dinners, birthdays, product launches, and weddings.

I offer exceptional experiences to my clients through meticulous attention to detail and I am committed to creating unforgettable memories and exceeding expectations.

A to Z SERVICES

PRICE ON REQUEST

- Handle all email correspondence
- Unlimited calls and zoom calls with the planner and clients
- Vendors and venues search
- Meet with the wedding planner up to one month before the event to discuss all final details
- Coordinate and manage all aspects of the wedding and event process
- Ensure all tasks are completed on time
- Coordinate and oversee all weddings and events activities, including set up , vendors arrivals, ceremony, reception and teardown
- Communicate with the planner and ensure all vendors are aware of their responsibilities and timelines
- Handle any unexpected issues or emergencies that may arise on the day of the event
- Ensure the event runs smoothly and according to the client vision
- Provide excellent customer service and ensure client satisfaction throughout the entire event



Coordination on the day

£60/HOUR (UP TO 100 GUESTS)

- Meet with the wedding planner up to one month before the event to run through the event and discuss all final details
- Coordinate and manage all aspects of the wedding and event process
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BESPOKE SERVICES

£30 PER HOUR

M(E) & O PROPOSES BESPOKE SERVICES, TAILORED ADMINISTRATIVE SUPPORT AND PERSONALIZED ON-THE-DAY COORDINATION FOR YOUR UNIQUE VISION. WHETHER YOU JUST NEED HELP SETTING UP OR IF YOU NEED HELP WITH SOURCING A VENUE OR A SUPPLIER, WE DO IT ALL!



TESTIMONIALS

"I had the immense pleasure of working with Delphine on a beautiful wedding last summer. As a wedding planner, she was a tremendous help throughout all the key stages of organizing the wedding, right up to the big day. Professionally, she's an indispensable right-hand person! Serious and deeply committed to her work, with a level of rigor that ensures everything runs smoothly on the day of the event. Passionate, communicative, and very approachable, her interpersonal skills and attentive nature are without a doubt her greatest strengths!

On a personal level, Delphine is kind, gentle, and always finds the right words to reassure you. She is surely the person you need!"

Séraphine, wedding planner
Empreinte Éphémère

"Seraphine and Delphine are the best team and I always trusted that they were doing and picking the best options on my behalf. They over performed and took care of myself and my fiance(now husband) and I will always be SO GRATEFUL for them having such a close hand in executing my dream wedding in the South of France! " ❤️

Nicole (the bride), San Diego CA

Contact Us

GET IN TOUCH

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