So you want to pull off a million-rand event at a fraction of the cost? Of course you can, it is called budgeting! There are costs associated with each aspect of an event. The venue, logistics, catering, , décor are the most crucial elements in a budget.

Step 1: Skimp or splurge.

In the event that your vision is costly, then plan a little while longer. Ideally, plan to save for 12 -24 months prior to the event. This way, your wishes will come true as you will have exactly what you need, when you need it and how you envisioned it. Skimp on other items or splurge on other items.

Step 2: List

List all the items that need to be paid for. In this way you can know what comes at a premium or what is free. With each of the items, put an estimated cost next to each.. Remember, be realistic.

Step 3: Compare Quotations

You are under no obligation to accept a quotation from a service provider. Check service and customer satisfaction records, recommendations and reviews. Reputation is expensive, but a satisfied customer is priceless. Avoid surprises and make sure that all items that need setting up, labour, transportation, insurance is included in the quotation

Step 4: Lock it

Always factor a 2-5% variance in the event of unexpected expenditure like breakages and courier services. Pay for the most expensive items 2- 3 months in advance and get a discount. Buy in bulk and save.