



**All About You Weddings and Events**

Since 2008

## ***"Consulting" Package***

**\$925\***

- Six hours of consultation regarding planning services
- Referrals to reputable vendors and advice regarding contracts
- Unlimited email and telephone questions
- Additional hours may be added at \$75/hour\* for the following:
  - scheduling appointments
  - site inspections with vendors
  - personalized service to accompany you to scheduled appointments.
- Day Of' package can be added on if client agrees, and pricing will be adjusted accordingly.

Retainer: \$450.00 with signed contract

\*Package includes one-hour complimentary consultation. The package does not include travel expenses over 50 miles or overnight accommodations, if required. Additional expenses will be billed separately and will include required receipts for any and all purchases subject to approval by the client.

<b>"Wedding Management"</b> (100 guests or less)	<b>\$1600*</b>
(100 – 150 guests)	<b>\$2000*</b>
(150 – 250 guests)	<b>\$2500*</b>
(over 250)	<b>\$2900*</b>

***You are probably more familiar with the term "Day of Coordination"***

- Unlimited phone and email conversations/questions
- One to three team members as needed
  - Advise on wedding etiquette
  - Rehearsal: coordinate wedding party and timing of processional and recessional to ensure smooth flow on wedding day
  - Prepare separate ceremony timeline
  - Contact and confirm all vendors prior to wedding day
  - Prepare timeline of events for reception
  - Wedding Day: Coordinate vendor and decor setup for ceremony and reception as requested.
  - Oversee & coordinate Wedding ceremony, processional, and recessional
  - Ensure all events take place on time, working closely with officiate, DJ/Emcee, florist, bakery, photographer, any required rentals and venue staff.

Retainer:                   50% of package investment with signed contract

Balance due:             10 days prior to event

\*Package includes one-hour complimentary consultation and up to 20 hours of time. Additional hours may be added and will be charged at the rate of \$75.00 per hour. The package does not include travel expenses over 50 miles or overnight accommodations, if required. Additional expenses will be billed separately and will include required receipts for any and all purchases subject to approval by client with payment due 10 days prior to event.

<b>“Full Service” Package”</b> (100 guests or less)	<b>\$2800*</b>
(100 - 150 guests)	<b>\$3300*</b>
(150 - 250 guests)	<b>\$3800*</b>
(over 250)	<b>\$4300*</b>

This includes the “*Wedding Management*” Package plus the following:

- One to three assistants to assist during the wedding and reception
- Prepare and maintain budget
- Provide vendor recommendations (at least 3 of each) based on the established referral list -
- Provide list of questions to ask all vendors
- Provide theme and design ideas
- Provide schedules and timelines
- Schedule and attend all initial and final vendor meetings, and review all contracts
- Follow-up with vendors 2 months, 2 weeks and 2 days prior to wedding
- Schedule and attend final walk-through at wedding and reception site

--And more....

Retainer:                   50% of the package investment with signed contract

Balance due:             10 days prior to event

\*Package includes one-hour complimentary consultation and up to 60 hours of time. Additional hours may be added and will be charged at the rate of \$75.00 per hour. The package does not include travel expenses over 50 miles or overnight accommodations if required. Additional expenses will be billed separately and will include required receipts for any and all purchases subject to approval by the client with payment due 10 days prior to the event.