



*Elizabeth Worrell Weddings & Events*

### **Full-Service Planning Starting at \$3599**

The price is based on our time investment & determined by your date, number of guests, labor involvement, and the complexity of your event.

This package is for couples who are busy and are feeling overwhelmed by the prospect of planning an entire wedding by themselves. With my coordination, I will take care of the details, while you enjoy the fun parts of planning your dream wedding experience.

#### *Prior to the Wedding*

- ♥ 3-18 months prior to the wedding
- ♥ Meeting with bride and groom to go over wedding details
- ♥ Find the best venue and attend the site tour
- ♥ Manage to book and assist with vendors during the planning process
- ♥ Be present at vendor meetings
- ♥ Development and breakdown of contact list and a diagram for vendors and wedding party, detailed wedding day timeline
- ♥ Final walk-through one month before the wedding
- ♥ Unlimited email and phone meetings
- ♥ Organize and orchestrate wedding rehearsal

#### *Wedding Day*

- ♥ Manage vendors and set up at the ceremony and reception

- ♥ Coordinate with all vendors and wedding party throughout the ceremony and reception to make sure everyone is on time
- ♥ Organize and set up all items for the ceremony and reception
- ♥ Provide an emergency kit for any issues that may appear
- ♥ Organize wedding party for the grand entrance
- ♥ Handle vendor's payment as needed
- ♥ Make sure all vendors are out at a certain time
- ♥ Up to 12 hours of onsite management on the day of the wedding
- ♥ Take the whole responsibility to avoid any stress for you



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### Day of Coordination/Partial Planning Starting at \$1200

The price is based on our time investment & determined by your date, number of guests, labor involvement, and the complexity of your event.

The Partial Planning Package is right for you if you have decided on a ceremony and reception location, and have already picked a few vendors, but need a little help making your vision become a reality. Let me help get you started or wrap things up, and relieve your stress while implementing your details and perfecting your event!

#### Prior to the Wedding

- ♥ 3-12 weeks prior to the wedding
- ♥ Vendors referral information
- ♥ Development and breakdown of contact list and a diagram for vendors and wedding party, detailed wedding day timeline
- ♥ Confirmation of contacts with vendors prior to the wedding
- ♥ Unlimited email and phone meetings
- ♥ Organize and orchestrate wedding rehearsal

#### Wedding Day

- ♥ Manage vendors and set up at the ceremony and reception
- ♥ Coordinate with all vendors and wedding party throughout the ceremony and reception to make sure everyone is on time

- ♥ Organize and set up all items for the ceremony and reception
- ♥ Provide an emergency kit for any issues that may appear
- ♥ Organize wedding party for the grand entrance
- ♥ Handle vendor's payment as needed
- ♥ Make sure all vendors are out at a certain time
- ♥ Up to 10 hours of onsite management on the day of the wedding
- ♥ Take the whole responsibility to avoid any stress for you