



wedding services





Day-Of Coordinator Service

Our Wedding Day-Of Coordinator package is the perfect solution for couples who are planning their wedding and would like a certified professional to help navigate the day; Affordably priced and full of invaluable assistance, you can relax with the confidence that your Mx2 Events wedding team has already thought of each little detail.

Package Inclusions

- Initial Meeting 3 months prior to your wedding date
- Timeline planning meeting 2 months prior to your wedding date
- Final venue walkthrough 1 month prior to your wedding date
- Assistance with floor plan development
- Composition and distribution of your wedding day timeline to all vendors 10 days prior to your wedding
- Your wedding rehearsal (1 hour)
- Day-Of Service to include setup of your décor, managing vendor deliveries and overseeing setups, acting as your (and your wedding party) assistant, greeting and directing of guests, movement of décor from ceremony to reception as needed, managing the flow of the day, day-of "emergency" supplies, assistance with clean up
- Hands-Off clean up and load out available for additional fee
- 10% discount off Mx2's décor installations (includes draping)
- No hourly limitation; we are with you the entire day
- Travel to all included appointments within a 120-mile round-trip radius
- Your Lead Coordinator and 1 setup Assistant
- Package price = \$1,600.00

Wedding Coordinator Service

Our Wedding Coordinator package takes all the stress out of navigating the planning process for couples looking to save



time and money. Your Wedding Coordinator will help you target and select your dream day's full vendor team, and will create a customized Planning Dashboard via our specialized planning platform, Aisle Planner. We also share our professional discounts with our Wedding Coordinator couples, take care of all vendor logistics during the final phases of your planning, and offer a larger discount on our wide range of accent décor, and more!

Package Inclusions

- Initial Meeting within 60 days of booking
- Vendor recommendations
- Timeline planning meeting 4-6 months prior to your wedding date
- Detailing (décor selections) "Mini-Design" meeting 4-6 months prior to your wedding date
- Final venue walkthrough 1 month prior to your wedding date
- Assistance with floor plan development
- Final logistics confirmations and vendor services management the final month leading up to your wedding
- Composition and distribution of your wedding day timeline to all vendors
- Your wedding rehearsal (1 hour)
- Access to Aisle Planner software and suite of planning tools
- Day-Of Service to include setup of your décor, managing vendor deliveries and overseeing setups, acting as your (and your wedding party) assistant, greeting and directing of guests, movement of décor from ceremony to reception as needed, managing the flow of the day, day-of "emergency" supplies, assistance with clean up
- Hands-off clean up and load out available for additional fee
- 50% discount off Mx2's décor installations
- Sharing of all vendor partner discounts where applicable
- Discounts on your wedding stationery with our Minted and Carlson Craft partners
- No hourly limitation; we are with you the entire day
- Travel to all included appointments within a 120-mile round-trip radius
- Your Lead Coordinator, Assistant Coordinator and 1 setup Assistant
- Package price = \$2,000.00

Wedding Planning Services

Our Planning Packages include all of the services described within the Wedding Coordinator package and takes it to a higher level of involvement to insure our couples' budget, vendor team, design aesthetic (including every little detail!) are handled with care. Additional features are automatically included in a "step-up" manner with each Wedding Planning tier. Your already busy work, family and social schedule needn't be burdened by worrying the myriad aspects of your planning journey! That's where Team Mx2 Events' experience and training makes all the difference.



Signature Wedding Planning Service

Package Inclusions

- Styling and design of your wedding
- Initial meeting, Design phase, Refine-The-Design Meeting
- Gathering all vendor quotes and assistance with executing vendor contracts
- Assistance with budget management
- Vendor payment reminders
- Targeted monthly meeting each month from 6-months-out
- A bonus 10 hours of service for any task you wish to delegate to your Planner (beyond the included services)
- All of Mx2 Event Design's décor inventory is included (exception: 1-time use items such as candles, sparklers and customized printed materials)

- Hands-off clean up and load out available for an additional fee
- Your Planner, 1 Lead Coordinator and setup Assistants as needed
- Package price = \$3,000.00



Deluxe Wedding Planning Service

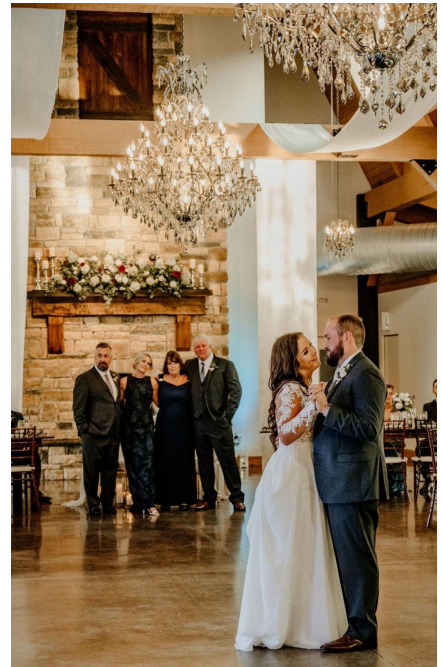
Package Inclusions

- Includes all services listed from Wedding Coordinator through Signature Planning
- Complete management of 1/2 of your wedding services
- Building and maintaining your wedding website
- RSVP management
- Follow up and progress meetings every 2 months (within 1 year of the wedding day), and targeted monthly meetings from the 6-month-out point
- A bonus 20 hours of service for any task you wish to delegate to your Planner (beyond the included services)
- Your Planner, 1 Lead Coordinator and setup Assistants as needed
- Package price = \$4,000.00

Premiere Wedding Planning Service

Package Inclusions

- Includes all services listed with Wedding Coordinator, Signature and Deluxe Planning
- Complete management of all of your wedding services
- Accompaniment on all vendor appointments
- Ceremony planning
- No limitations on meeting or consultation hours
- All staffing as needed
- Package price \$5,000.00



Mx2 Event Design
3425 Old Hershey Road
Elizabethtown, PA 17022

info@mx2eventdesign.com
www.mx2eventdesign.com