

Wedding

Coordination

+

Planning

Packages



Wedding coordination

*Included in day of
coordination*

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coordination*

Package No. 1:

- meeting **4-6 weeks** before your big day to go over all wedding details
- day of coordination services for up to **8 hours**
- vendor management 2 weeks to one month out
- coordination of vendors & wedding party
- ceremony coordination
- **unlimited** text, calls, and emails for questions/concerns
- oversee reception and cue special announcements
- custom day of timeline
- 1 hour rehearsal coordination

Package starts at \$800

Package No. 2:

- initial meeting **3-4 months** before the big day
 - up to 3 additional planning sessions
 - custom made day-of-timeline
 - set up of linens/personal décor
 - break-down + clean-up post reception
 - day of coordination services for up to **12 hours**
 - attendance of final vendor meetings and venue walk through
 - lead coordinator + assistant
- + everything included in package no. 1:**

Package starts at \$1,200

Let's Talk!



wedding planning

full service planning + day of coordination

*Planning begins
from engagement*

*all the way to the
big day!*

- unlimited planning sessions
- monthly check-ins
- create a budget plan
- attendance to as many vendor meetings you'd like
- event design and styling
- floor plan creation
- seating chart arrangement
- 1 hour rehearsal
- custom day of timeline
- monthly custom check-lists
- décor and table set up
- distribution of timeline to all vendors and wedding party, family, etc.
- help with creating a shot list for your

photographer

- coordinate retrieving gifts and making sure they are loaded up
- unlimited time on your event day
- main contact for all vendors
- help with finding vendors
- distribute final payments and gratuities as needed day of
- oversee takedown
- collect wedding day items
- unlimited calls and emails
- everything included in day of coordination packages

**Full wedding
planning service
starts at \$2,500**

Let's Talk!



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