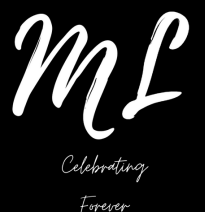


ML Celebrating Forever

MLCELEBRATINGFOREVER.COM

CONGRATULATIONS ON YOUR ENGAGEMENT!

We custom quote our Full Planning , Assistant Planning , and Day of
Coordination Packages

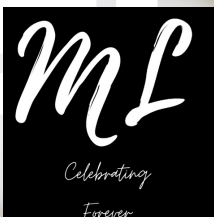


Congrats on your engagement!

You've been dreaming of this time your entire life - you're FINALLY engaged! There's so much to get excited about...but so much to do, and between work, friends and actually spending time with your new fiancée, you're starting to wonder how you're going to handle it all.

You need someone to help you make sure you won't forget anything, to help you create a wedding that truly reflects you and your soon-to-be husband, and someone who can just encourage and be there for you...and that's what I'm here for!

As your wedding planner, I'll be there for you when the stress hits to reassure you that everything is going to be okay, because we have a plan. I'll be there to show you that no detail has been left behind, because I'll be working behind the scenes while you enjoy this once-in-a-lifetime moment of being engaged. And on your wedding day, I'll be there to hand you a drink and send you onto the dance floor with a smile, because my team is taking care of every question and every vendor - so you can fully enjoy your one day as a bride, and you can breathe knowing that everything is taken care of.





Full Planning

Coordinating

- Assistance in hiring all vendors & securing contracts
- Access to decor inventory at a discounted rate
- Venue walk through 1 month before wedding
- Set up/Tear down venue site(s) : all hours
- Ensure day runs according to timeline
- 1 hour Rehearsal Directing the flow/order of the ceremony and reception

Communicating

- Availability to reach Maura by text, call, email M-F 8-5
- 1 scheduled video check in per month
- Schedule and attend up to 3 venue tours with couple
- Schedule and attend up to 3 meetings
- Give timeline to all vendors
- Arrive at venue for vendors to set up/ give final deposits/make sure day runs smoothly
- Confirm final details, guest count, layout and timeline with all vendors

Consulting

- Creating a custom planning packet (month to month task breakdown)
- Create floor plan for reception
- Oversee wedding budget: create projected and actual expense report
- Create wedding weekend timeline
- Advise on vendors: venue (ceremony/reception/rehearsal dinner, catering, photography, videography, entertainment, rental, floral, decor, attire, stylists, invitations)
- Access to our preferred vendors list
- Answer any questions along the way

Celebrating

Celebrate your day!

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Assistant Planning

Coordinating

- Assistance in hiring up to 3 vendors & securing contracts
- Venue walk through 1 month before wedding
- Set up/Tear down venue site(s) : 12 hours
- Ensure day runs according to timeline
- 1 hour Rehearsal
- Directing the flow/order of the ceremony and reception

Communicating

- Availability to reach Maura by text, call, email M=F 8-5
- 1 scheduled video check in per month
- For each vendor, schedule and attend up to 3 meetings
- Give timeline to all vendors
- Arrive at venue for vendors to set up/ give final deposits/make sure day runs smoothly
- Confirm final details, guest count, layout and timeline with all vendors



Consulting

- Creating a custom planning packet outline (month to month task breakdown)
- Create floor plan for reception
- Create wedding weekend timeline
- Advise on remaining 3 vendors:
- Access to our preferred vendors list
- Answer any questions along the way

Celebrating

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Day of Coordinator

Coordinating

- Set up/Tear down venue site(s) : 10 hours
- Ensure day runs according to timeline
- 1 hour Rehearsal Directing the flow/order of the ceremony and reception

Communicating

- Availability to reach Maura by text, call, email M-F 8-5
- Give timeline to all vendors
- Arrive at venue for vendors to set up/ give final deposits/make sure day runs smoothly
- Confirm final details, guest count, layout and timeline with all vendors

Consulting

- Create floor plan
- Create wedding weekend timeline
- Answer any questions along the way

Celebrating

Celebrate
your day!



ML Celebrating Forever

Would love to set up a
consultation to learn
more about your
wedding!

You can reach me either by email or phone
maura@mlcelebratingforever.org
865.776.0977

Check me out on Instagram or Facebook @mlcelebratingforever

