event planning & design





Hi, I'm Kristen!

My love for the hospitality industry started over a decade ago when I started as a server. I've done a little bit of everything from bartending, restaurant and catering management, and worked in the luxury events and weddings industry for 7 of those years. BUT that's the boring resume stuff.

Wheet the lead planner!

I'm a huge lover of comedy, action and sci-fi movies and really only go to the theater for the popcorn. I LOVE supporting local small businesses and am a big believer in "going with your gut". What feels right, is right.

I have an amazing wife and little boy who fill my life with love and laughter. I hope to show my son that if you want something in this life, nothing is off limits. Build the life of your dreams and dream BIG!

I show up on my Instagram stories and let you into my life, my creative processes and show you what real life is like running your own business, being a mom and trying to "balance" it all. Let's face it, the majority of my time is spent in sweats in front of my computer creating all of the behind the scenes magic that you see on your big day.

After our initial consultation, I will ALWAYS encourage you to chat with other planners. It's so important to like the person you are going to be working with.



Partial Planning Package Starting at \$7,000

Our Partial Planning Package is designed for couples who have secured your vendors. This package is perfect for couples who have an overall vision for their event, have completed the beginning stages of planning and are looking for an industry professional to jump in and assist with the remaining details.

Prior to Day of:

- Initial consultation meeting to understand your vision and remaining needs for the planning period. Monthly in person, phone or zoom planning meetings. Weekly email check ins.
- Access to our planning portal to include a checklist, budget worksheet, layout creator, guest list manager, timeline and vendor management but we do not assist with budget creation or tracking
- Site Tour: Visit to your selected venue to ensure we understand your vision
- Venue Layout: We create a venue layout with you and provide it to the applicable vendors to set up
- Rental Selection: All tablescape/lounge item(s) procurement to include in person showroom visits
- Timeline Creation: Flow of your Wedding day. We also distribute to all vendors





Day of Assistance:

- Day of Coordination: Complete Wedding management
- Oversee Ceremony & Reception setup based on your layout & design
- Coordinate Ceremony Activities: Line up your wedding party, cue the musicians/band/DJ, keep the timing of the processional/recessional
- Assist with the flow of family photo and guest guidance to cocktail hour
- Coordinate All Reception Activities based on your timeline
- Placement of valuables into designated spaces for the ceremony/reception and gatherings of items at end of night
- Includes (1) lead planner and (1) assistant to oversee overall design, set up of personal items and run of show for guest counts less than 150. Guest counts over 150, includes (1) lead planer and (2) assistants.

Full Planning Package Starting at \$10,000

Our Full Planning Package is design for couples who want to breeze through the planning process. We understand that wedding planning can be a full time job and are here to help with all aspects of planning starting with venue and vendor selection. Oh, we also have a pretty bad ass online portal that helps organize everything from budget, timeline, guest list management, layout and vendors.



Includes The Partial Planning Package Plus more Support!

- We assist you with budget creation and tracking
- Venue research, site visits and quotes for up to (5) venues
- Preferred vendor list and quote gathering for up to (3) vendors in each section
- Guest List Management
- Room block assistance
- We assist with creating save the dates and invitation design
- (3) Vision Board Designs to include: guest tablescape and lounge area
- Cedar and Stone will assist with the design of any personal items: welcome signs, seating charts, place cards, menu cards, welcome table items, etc.
- Assistance with Rehearsal Dinner venue selection, site tours and quotes

Day of Assistance:

• Refer to Partial Planning Package

