



Wedding Planning . Coordination . Event Management

2023 WEDDING PLANNING PACKAGES

2 MNTHS TILL "I DO" COORDINATION

Starts 60 days from date of event.

- Coordination for your fully planned wedding
- 1 walk thru at venue to discuss logistics, timeline, set up
- Personalized spreadsheet to organize your day
- Personalized event floor plans & timeline of events
- Procurement of vendor's Certificate of Insurance (COI)
- 1 final call 2 weeks before your event
- Vendor communication- timeline distribution, point of contact, and tip distribution
- Acceptance of deliveries at venue
- Set up of couple's wedding decor at venue
- Bridal party line-up
- Cueing for speeches, toasts, and food service
- Oversee event breakdown & pickup wedding decor
- Gathering of family for photos
- Event time management

PARTIAL PLANNING

Starts 6 months from date of event.

- All items in Month Of Coordination package
- Assistance with 1 vendor recommendation & negotiation
- Attendance at 2 in person vendor meetings
- Vendor contracts revision

FULL PLANNING

Starts 12 months from date of event.

Helping you carefully curate the wedding you envision. We'll do all of the vendor vetting, research and negotiations for you. We keep you on budget and on track in the year leading up to your special day. We attend all vendor meetings and are your full support team. We'll provide guidance, insider knowledge and give you our complete expertise during the entire wedding planning process. We do all the heavy lifting so all you have to do is just say yes at the altar.

STATIONARY & SIGNAGE DESIGN + PRINTING

Keep all your wedding day signage and stationary elements consistent, and on-brand with your unique wedding, with our graphic design services. Printing service included.

Menus • Programs • Welcome sign • Place cards • & more

◆ ADDITIONAL SERVICES ◆

Micro Weddings: Up to 50 guests

Destination Weddings

A LA CARTE:

- Pick up of Bridal inventory
- Proposal planning
- Additional hours available
- Man with a van service
- Rehearsal attendance
- Wedding accessories package