



Wedding Planning Packages and Options

Thank you for considering Ark Fairytale Weddings to help plan, coordinate, manage, and execute your event.

Enclosed you will find Ark Fairytale Weddings Wedding Planning Packages. We are more than happy to create specialized packages that meet your expectations and needs for your event.

Email: arkfairytaleweddings@gmail.com

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Phone: 501-214-8500

[@arkfairytaleweddings](#)

Ark Fairytale Weddings

Wedding Planning

Partial Wedding Production (*Most Popular Package*) **Packages Begin at \$1,500.00**

As your partial wedding planner let us create the right package for you that is dependent on where you are in the planning process. We can offer vendor referrals, advice, and planning ideas or help you coordinate what you already have planned and help you fill in the smaller details.

- Unlimited email (within reason).
- Access to planning documents.
- One venue walk-through (to discuss layout, placement, and rain plan) to ensure your peace of mind.
- One meeting 4 - 6 weeks before to finalize the timeline and schedule.
- A customized timeline for wedding parties and vendors after our walkthrough.
- Finalized timeline for wedding party and vendors with confirmation of timeline with vendors one week prior to the wedding.
- Maintenance of vendor information (contracts, timelines, confirmation, etc.)
- Coordination and direction of wedding day events for up to 10 hours (pre-ceremony activities, ceremony, cocktail hour, reception, cue toasts, and more).
- Direct point of contact for vendors, family members, and bridal parties on the day of your wedding.
- Manage vendor setup and breakdown and ensure proper setup of personal items that don't fall under other vendors' responsibilities on the wedding day including programs, menus, escort & place cards, photos, and favors. Additional fees may be charged for weddings with heavy DIY elements.
- Pin all boutonnieres and corsages on selected people.
- Full Use of Emergency Wedding Day Tool Kit.
- Direct guests to cocktail hour and reception. Help guests find the correct seating.
- Distribute final payment and/or tips to vendors at the end of the event.
- To coordinate the exit of the Bride and Groom from the ceremony.
- Help collect personal items within a central location to be taken home such as gifts, cake toppers, extra favors, etc. Keep in mind additional fees will be charged for table/breakdown, venue clean-up, or extensive décor breakdown.
- Provide up to 10 additional hours of face-to-face, phone, and email support with you or your vendors.

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Ark Fairytale Weddings

Wedding Planning

Wedding Management – Day of Coordination (Exit Package) **Packages Begin at \$1,250.00**

This package includes coordination for the rehearsal, wedding day, and reception. After you have selected all of your vendors you will give them to Social Conceptions and we will confirm all the activities and logistics for the day. The purpose of this package is to alleviate stress and allow time to enjoy yourself on the day of your wedding. This package includes coordination of the Bride and Groom exit and will assist with the breakdown/packing up of personal items.

- Unlimited email (within reason).
- Access to planning documents.
- One venue walk-through (to discuss layout, placement, and rain plan) to ensure your peace of mind.
- One meeting 4 - 6 weeks before to finalize the timeline and schedule.
- A customized timeline for wedding parties and vendors after our walkthrough.
- Finalized timeline for wedding party and vendors with confirmation of timeline with vendors one week prior to the wedding.
- Maintenance of vendor information (contracts, timelines, confirmation, etc.)
- Coordination and direction of wedding day events for up to 10-12 hours (pre-ceremony activities, ceremony, cocktail hour, reception, cue toasts, and more).
- Direct point of contact for vendors, family members, and bridal parties on the day of your wedding.
- Manage vendor setup and breakdown and ensure proper setup of personal items that don't fall under other vendors' responsibilities on the wedding day including programs, menus, escort & place cards, photos, and favors. Additional fees may be charged for weddings with heavy DIY elements.
- Pin all boutonnieres and corsages on selected people.
- Full Use of Emergency Wedding Day Tool Kit.
- Direct guests to cocktail hour and reception. Help guests find the correct seating.
- Distribute final payment and/or tips to vendors at the end of the event.
- To coordinate the exit of the Bride and Groom from the ceremony.
- Help collect personal items within a central location to be taken home such as gifts, cake toppers, extra favors, etc. Keep in mind additional fees will be charged for table/breakdown, venue clean-up, or extensive décor breakdown.

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Wedding Planning

Wedding Management – Day of Coordination (Cake Slice Package)

Packages Begin at \$1,100.00

This package includes coordination for the rehearsal, wedding day, and reception. After you have selected all of your vendors you will give them to Social Conceptions and we will confirm all the activities and logistics for the day. The purpose of his package is to alleviate stress and allow time to enjoy yourself on the day of your wedding. This package is perfect for the couple who doesn't anticipate a formal exit or needs help packing up personal items. The coordinator will stay on-site until the couple slices the cake (usually right after dinner and before the dance floor opens for the remainder of the night).

- Unlimited email (within reason).
- Access to planning documents.
- One venue walk-through (to discuss layout, placement, and rain plan) to ensure your peace of mind.
- One meeting 4 - 6 weeks before to finalize the timeline and schedule.
- A customized timeline for wedding parties and vendors after our walkthrough.
- Finalized timeline for wedding party and vendors with confirmation of timeline with vendors one week prior to the wedding.
- Maintenance of vendor information (contracts, timelines, confirmation, etc.)
- Coordination and direction of wedding day events for up to 8-10 hours (pre-ceremony activities, ceremony, cocktail hour, reception, cue toasts, and more).
- Direct point of contact for vendors, family members, and bridal parties on the day of your wedding.
- Manage vendor setup and ensure proper setup of personal items that don't fall under other vendors' responsibilities on the wedding day including programs, menus, escort & place cards, photos, and favors. Additional fees may be charged for weddings with heavy DIY elements.
- Pin all boutonnieres and corsages on selected people.
- Full Use of Emergency Wedding Day Tool Kit.
- Direct guests to cocktail hour and reception. Help guests find the correct seating.

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Customized Packages

We understand that each event is unique, which is why we often find ourselves customizing packages based on each couple's specific needs and vision. If you find that your requests differ from the packages offered above, we would love to speak with you further in order to create a comprehensive service that will fit your needs best.

Items that may increase basic package pricing are weddings with over 125 guests, room flips, holiday weekends, performing server/catering duties, table and chair set up or breakdown, and weddings with heavy DIY elements (extensive décor setup or breakdown).

We require additional assistants for large events and events with extensive decorating and setup requirements.

*All events 60 miles outside Russellville or Beebe city limits may be subject to mileage and accommodation reimbursement.

À la Carte Services

Any of these items and more can be added to your custom package.

- Seating Chart Assistance
- Design Assistance for Save-the-Dates and Invitations
- Assembling and mailing Invitations and Save-the-Dates
- Guestlist and RSVP management
- Engagement party and rehearsal dinner planning or coordination
- Creation of welcome bags for out-of-town guests.
- Delivery of welcome bags for out-of-town guests.
- Extra staff for chair & table set up or breakdown.
- Custom Welcome Signs and other Custom Signage

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Ark Fairytale Weddings

Wedding Planning

- Décor setup and breakdown.

Types of Vendor Recommendations:

- Ceremony and reception venues
- Officiants
- Caterers
- Bakeries
- Photographers
- Videographers
- Musicians
- DJs
- Transportation Providers
- Rental Companies

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