



## Wedding Coordinating & Planning Packages

	SETUP COORDINATOR \$599	DAY-OF COORDINATOR \$799	WEEK-OF COORDINATOR \$999	MONTH-OF COORDINATOR \$1499	WEDDING PLANNER \$2499
<b><i>BEFORE YOUR WEDDING DAY:</i></b>			<i>MOST POPULAR!</i>		
Initial consultation	&	&	&	&	&
Final-details meeting ***		&	&	&	&
1 planning meeting ***			&	&	&
2 planning meetings				&	&
3 planning meetings					&
Create a design plan ***					&
Help establishing the timeline, if needed	&	&	&	&	&
Coordinate rehearsal ***		&	&	&	&
Track RSVPs ***					&
Unlimited emails	&	&	&	&	&
Unlimited text messages			&	&	&
Unlimited phone calls				&	&
1 hand-lettered sign ***			&	&	&
2 hand-lettered signs				&	&
3 hand-lettered signs					&
<b><i>ON YOUR WEDDING DAY:</i></b>					
Up to <b>6 hours</b> on-site (\$99 each add'l hour)	&	&	&	&	&
Up to <b>8 hours</b> on-site		&	&	&	&
Up to <b>10 hours</b> on-site			&	&	&
Up to <b>12 hours</b> on-site				&	&
<b>Unlimited</b> time on-site					&
Set up décor	&	&	&	&	&
Manage timeline	&	&	&	&	&

Organize vendors' arrivals	&	&	&	&	&
Coordinate ceremony	&	&	&	&	&
Direct guests from the ceremony to cocktail hour	&	&	&	&	&
Assist with "flipping" the space, if applicable	&	&	&	&	&
Organize bridal party for grand entrance	&	&	&	&	&
Dismiss guests by table for dinner, if applicable		&	&	&	&
Prepare for any toasts, first dance, cake cutting		&	&	&	&
Cut the cake, if needed (usually done by the caterer)		&	&	&	&
Box up décor for parents or friends to take home			&	&	&
Take décor with me, to be picked up at a later date					&

#### **OPTIONAL ADD-ONS:**

\*\*\* = also available a la carte

WEDDING FLORALS = starting at \$39 per table / \$79 per bouquet

LICENSED OFFICIANT = \$399 with any of the above packages / \$499 a la carte

#### **TRAVEL FEES:**

Outside I-270 = \$29 *per roundtrip*

Outside Franklin County = \$49 *per roundtrip*

One-hour drive from Worthington, Ohio = \$99 *per roundtrip*

Two-hour drive from Worthington, Ohio = \$199 *per roundtrip*

Three-hour drive from Worthington, Ohio = \$299 *per roundtrip*

Two-hour flight or less from CMH = **25% discount** w/ purchase of airfare, accommodations, and meals for two nights

Three- or four-hour flight from CMH = **50% discount** w/ purchase of airfare, accommodations, and meals for three nights

Five-hour flight or more from CMH = **all packages FREE!** w/ purchase of airfare, accommodations, and meals for four nights

#### **THE FINE PRINT:**

-Pricing ***includes*** all taxes and fees!

-When it says "unlimited," let's add the phrase "within reason" please ;)

-An **initial consultation is required**, but it can be done virtually or in-person

-A rehearsal at the venue is required in order to coordinate the ceremony effectively, but this rehearsal *can* potentially be done upon Ampersand's arrival **on** the day of the wedding if no other day / time is available for all parties

-For hand-lettered signs, you'll need to provide the blank signs and writing materials please. This is for signage with no more than 15 words; it's not intended to be a custom hand-lettered seating chart for 200... but we can do that too! ;)

-All décor has to fit in my vehicle in one trip in order to go home with me, and it'll need picked by that Monday please

-Everything included in each package is considered optional, but please note that package rates are firm, and discounts will not be offered (with the exception of above-mentioned rates for out-of-state weddings)

-Here are the three things generally *not* included with any of the packages:

-Wrangling family members for photos (you'll want to designate someone who actually *knows* your family to do this)

-Physically moving tables and chairs (after more than a decade of doing so, my back simply can't handle it anymore)

-Securing cards and gifts (we ask that you designate a trusted friend or family member with this for liability reasons)

#### **WEDDING-DAY PRO TIP:**

***Give someone else your cell phone!*** People will be texting you with all kinds of silly questions ("Where should I park?") and there's no need to get bogged down with the tiny details. If something really needs your attention, the person with your phone will let you know. This will help you stay more present and in-the-moment to enjoy every minute of the day.