



317-459-8988

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Full Planning Package with Day of Coordination \$4800

A wedding is incredibly complex to orchestrate with zillions of details to think about. Wouldn't it be heaven to only have to worry about showing up and looking gorgeous? Well we're here to help make that dream a reality. Simply give us your budget, priorities and wish list and we'll design the most gorgeous wedding you can imagine. We walk you through the steps of full wedding planning and coordination, to ensure peace of mind that your wedding is done right and within your budget

Pre-Wedding

- Wedding planning timeline preparation and creating a wedding checklist
- Establishing priorities, developing and tracking the budget
- Ceremony + reception venue location
- Vendor recommendations, negotiations and bookings
- Contract review
- Vendor management
- Creation and execution of a design scheme
- Assistance in ordering save-the-dates, wedding invitations and all printed materials
- Tracking of guest RSVP's
- Wedding Website Management
- Wedding favors & accessories



- Coordinating accommodations, transportation and childcare
- Marriage License assistance
- Etiquette information
- General advice and consultation
- Unlimited meetings and coordination time
- Coordination of the safety plan
- Attendance at vendor meetings
- Confirming all details with the appropriate vendors prior to the wedding
- Facilitating the ceremony rehearsal

Wedding Day

- unlimited time on-site with your planner and up to two assistants, allowing you to enjoy every moment of your wedding day without any worry of the details
- Directing the ceremony processional
- Coordinating and assisting with the setup of the ceremony and reception
- Setup of wedding accessories such as guest book, place cards, favors, etc.
- Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- Being the point of contact for all vendors
- Assisting the family, wedding party and guests as needed
- Distributing final payments and gratuity to vendors
- Providing a stocked emergency kit
- Using professional judgement regarding changes in weather or other unexpected situations
- Coordinate load-out

Partial Planning with Day of Coordinating \$3700

If you have already started your vendor search and find that you could use some help, this package could be just what you are looking for!

Pre-Wedding

- Creating a wedding planning checklist
- Three pre-wedding consultations
- Supplying any needed vendor recommendations
- Vendor contract reviews
- Constructing a detailed wedding day timeline
- Negotiating + contracting any needed hotel room blocks
- Attendance at three final vendor meetings of the couple's choice
- Confirming all details with the appropriate vendors prior to the wedding
- Facilitating the ceremony rehearsal



Wedding Day

- Unlimited time on-site with your planner and one assistant, allowing you to enjoy every moment of your wedding day without any worry of the details
- Directing the ceremony processional
- Coordinating and assisting with the setup of the ceremony and reception
- Setup of wedding accessories such as guest book, place cards, favors, etc.
- Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- Acting as the point of contact for all vendors
- Assisting the wedding party and guests as needed
- Distributing final payment and gratuity to vendors
- Providing an emergency kit
- Using professional judgement regarding changes in weather or other unexpected situations

Day of Coordinating Services \$2500

Don't stress over the details and worry that you will forget something, a "Day Of" Coordinator helps make the Perfect Day, Perfect! A coordinator will be that "go to" person, allowing you to simply enjoy the day.

Pre-Wedding

- Two pre-wedding consultations + 1 additional
- Supplying any needed vendor recommendations
- Constructing a detailed wedding day timeline
- Confirming all details with the appropriate vendors prior to the wedding
- Facilitating the ceremony rehearsal

Wedding Day

- Full onsite coordination allowing you to enjoy every moment of your wedding day without any worry of the details
- Directing the ceremony processional
- Coordinating and assisting with the setup of the ceremony and reception
- Setup of wedding accessories such as guest book, place cards, favors, etc.
- Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- Acting as the point of contact for all vendors
- Assisting the wedding party and guests as needed
- Distributing final payment and gratuity to vendors
- Providing an emergency kit
- Using professional judgement regarding changes in weather or other unexpected situations



Design and Décor Package - Fee's for this package are based on completed design concept
The MM Squad can make your wedding come to life with your Pinterest board and inspirations. We work with experts in each field to create a day that you will never forget!

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| *Concept and Inspiration Development | *Floral Design |
| *Linen Selection | *Tablescape Design |
| *Design of draping | *Room Atmosphere |
| | *Lighting Coordination |
| | *Décor selection and furniture rentals |

Destination Wedding Package

Want to have your wedding somewhere other than Indiana? We can help you plan everything from travel, accommodations to the venue and décor! Having a local planner takes the challenges out of your magical day and simplifies the process for you and your guest.

Ala carte Services or add-ons:

- ___ Secure staff for moving, set up or tear down of tables and chairs \$200-\$500
- ___ Transportation Coordinator \$175 (A Must have if using shuttles)
- ___ Secure licensed Bar tender: \$175 + tips for a 5hr shift
- ___ Plan and secure Rehearsal Dinner: \$350
- ___ Shop for, assemble, and deliver Welcome Bags: \$200 + cost of items
- ___ Secure, structure, organize and manage wedding/event website: \$250

Contact us for a consultation

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