



SAMPLE PROGRAMS | AUSTIN & SAN ANTONIO

	Wedding Coordination	Vendors and Design	Full Planning	Every Little Detail
BEFORE				
Unlimited Email	✓	✓	✓	✓
Unlimited Scheduled Phone Calls			✓	✓
Planning Meetings	2	4	4	4
Planning Timeline	✓	✓	✓	✓
Wedding Budget		✓	✓	✓
Design Creation and Vendors		✓	✓	✓
Venue Guidance			✓	✓
Venue Liaison			✓	✓
Vendor Guidance:		✓	✓	✓
Officiant, Caterer, Dessert/Cake, Photographer, Videographer,		✓	✓	✓
Musicians (ceremony, cocktail hour, reception), Hair and Makeup,		✓	✓	✓
Novelty Vendors (photo booth, cigar roller, etc.)		✓	✓	✓
Hotel Block Planning		✓	✓	✓
Transportation Coordination		✓	✓	✓
Bridal Attire Selection				✓
Family Attire Selection				✓
Wedding Party Attire Selection				✓
Bridal Portrait Assistance				✓
Wedding Website				✓
Wedding Registries				✓
Wedding Party Gifts				✓
Seating Assignments				✓
Wedding Favors			✓	✓
Hotel Welcome Bags			✓	✓
Hotel Wedding Concierge				✓
Wedding Week Guide Book				✓
Wedding Week Activities				✓
Rehearsal Dinner Planning				✓
Honeymoon Planning				✓
RSVP Management			✓	✓
Etiquette Guidance	✓	✓	✓	✓
Vendor Recommendations	✓	✓	✓	✓
Itinerary Creation	✓	✓	✓	✓
Layout Creation	✓	✓	✓	✓
Task List Creation	✓	✓	✓	✓
Wedding Party Packet	✓	✓	✓	✓
Vendor Packet	✓	✓	✓	✓
DURING				
Rehearsal	✓	✓	✓	✓
Wedding Set-up, Execution, and Breakdown	✓	✓	✓	✓
Personal Flower Distribution	✓	✓	✓	✓
Emergency Kit	✓	✓	✓	✓
Vendor Management	✓	✓	✓	✓
Timeline Management	✓	✓	✓	✓
Wedding Dress Assistance	✓	✓	✓	✓
Two Team Members on Wedding Day	✓	✓	✓	✓
AFTER				
Wrap-up Meeting	✓	✓	✓	✓
Post-Wedding Brunch Planning				✓
Returning Small Rentals				✓
	\$2,850	\$6,380 + 20% Design Vendors	\$9,030 + 20% Design Vendors	\$16,890 + 20% Design Vendors