



Eliza Paige

WEDDINGS & EVENTS



The Eucalyptus

For those who have planned almost everything and just need someone to tie up those loose ends to make your day perfect! Our basic package begins one month out so we can understand and execute your vision fully. On your big day we will be your direct line of communication for family, wedding party and vendors.

- Phase 1:
 - Complimentary 1 hr consultation with Bride and Groom to finalize details
 - Personal vendor referral list according to your needs
 - Wedding day design guidance
- Phase 2:
 - Services begin One month from your wedding date
 - Up to two coordinators on your wedding day
 - A walk through at venue the week of your wedding
 - Wedding planning guides to assist you
 - Timeline of scheduled events
 - Final calls week of wedding to vendor list and services
 - One hour ceremony rehearsal
- Ceremony
 - Location set-up and vendor coordination
 - Up to 10 Hours of Wedding day coordination
 - Procession and recession coordination
 - Handle all personal items for ceremony and reception
 - Emergency wedding day kit
- Reception
 - Guest coordination and assistance
 - Location set up and vendor coordination
 - Distribute final payments and gratuities to vendors (Paid by Client)
 - Post reception clean-up



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The Honeysuckle

For those couples who need help during their last few months of planning. (The busiest time) We can assist with completing your wedding design and finalizing your budget. Our Second Package begins three months from your wedding day. We will be the direct line of communication for vendors and family on your wedding day. We also will conduct the ceremony and reception according to your specifications so you can enjoy your day! We can guide your vendors through set up according to your timeline.

- Phase 1:
 - Complimentary one hour consultation to go over design and budget
 - Assistance in areas you still need for wedding day design
- Phase 2:
 - Our services begin three months before your big day
 - Up to two coordinators on your wedding day
 - One hour site inspection at ceremony and reception venue
 - Personalized timeline of wedding events
 - Contact and confirm all vendors and distribute agenda to each one
 - Unlimited communication via email or phone
 - Ceremony rehearsal coordination up to 1.5 hours
- Ceremony
 - Location set-up and vendor coordination
 - Up to 10 Hours of Wedding day coordination
 - Procession and recession coordination
 - Handle all personal items for ceremony and reception
 - Emergency wedding day kit
 - Guest coordination and assistance
- Reception
 - Grand entrance/ departure coordination
 - Guest coordination and assistance
 - Location set up and vendor coordination
 - Distribute final payments and gratuities to vendors (Paid by Client)
 - Post reception clean-up



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The Magnolia

All inclusive most popular wedding planning service. This package is for the busy couples who want their perfect day but don't have the time to get it all together. We will be available to you at any time! You decide how involved you want to be. You'll be informed of deadlines along the way, but you get to enjoy the planning process without the added stress of doing it all yourself!

- Phase 1:
 - Complimentary one hour consultation to go over design and budget
 - Budget template
 - Personal Vendor list according to your needs
 - Month by month timeline to help you from the start of your planning
 - Wedding day design guidance
 - Venue Search with up to 10 venue tours
- Phase 2:
 - Negotiation of vendors
 - Unlimited meetings with couple (including vendor meetings)
 - Organization templates designed to help
 - Unlimited communication via email or phone
- Phase 3:
 - Up to two coordinators on your wedding day
 - Review vendor deposits and payments due
 - Stationary design
 - Transportation coordination
 - Guest gift basket coordination and delivery with wedding agenda
 - Coordination of bridal party lunch on wedding day
 - Room block coordination
 - Marriage license information
 - Assistance with seating chart and floor plan design
 - Venue liaison and review banquet event orders
 - Relay final head count
 - Up to two hour site inspections at ceremony and reception venue
 - Timeline of scheduled events
 - Contact and confirm all hired vendors and send timelines to each one
 - Ceremony rehearsal coordination up to 1.5 hours



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- Ceremony

- Location set-up and vendor coordination
- Up to 12 Hours of Wedding day coordination
- Procession and recession coordination
- Handle all personal items for ceremony and reception
- Emergency wedding day kit
- Guest coordination and assistance

- Reception

- Grand entrance/ departure coordination
- Guest coordination and assistance
- Location set up and vendor coordination
- Distribute final payments and gratuities to vendors (Paid by Client)
- Post reception clean-up
- Delivery of gifts and personal items to designated area for pickup
- Tuxedo and rental items returned

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A La Carte services

- Venue search package with up to 10 venue tours
- Wedding design guidance
- Decoration of honeymoon/wedding night suite
- Wedding Night accommodations coordination
- Hotel room blocks coordination
- Wedding day transportation coordination for bridal party and guests
- Tuxedo and rental item returns
- Rehearsal dinner design and coordination
- Guest welcome bags assembly and delivery (Items not included)
- Additional hours on wedding day
- Pet Travel
- Refreshments/ Lunch for Bridal suite and Grooms quarters
- Other Wedding related events offered (Bachelorette party, bridal shower, ect.)