

# CHIC WEDDINGS & EVENTS



**Love is in the details and we will  
guide you through the perfect  
wedding day!**

# The Ultimate Chic Experience

Let CWE take care of everything! We'll orchestrate every detail of your special day, from the creative process to completion. Our professional event coordinators will make sure your wedding is perfect down to the last detail.

Trust us, we know what we're doing!

Consultation to discover vision and details of the event

Unlimited e-mail, phone, and face to face meetings

Budget Creation and management

Unlimited vendor recommendations and sourcing

Manage all vendor sourcing and contract negotiation

Liaison between Couple and vendor meetings as required throughout planning stages

Coordination of the wedding ceremony rehearsal, wedding ceremony, and reception dinner/dance

Provide guest list template and RSVP Online services

Design the "Look & Feel" of the Wedding

Production design, layout, and floor plan

Customized printed materials and favors

Organized Wedding logistical timeline

Design menu and tasting

Consult on wedding etiquette

Provide guidelines for vendor gratuity

Payment reminder

Accompany final walk through with the Couple at the reception venue

Minimum of two coordinators onsite on the day-of to handle logistics

Welcome gifts and amenities procurement, assembly, and distribution

Inventory of all items for the receptions, family, bridal party

Set up and clean up of wedding materials and décor detail at the venues

Vendor load-in and load-out scheduling

Act as liaison between vendors and clients on the day-of

Execute event from setup until end of the event

\$12,000.00



**SANDY YI-DAVIS**  
**FOUNDER/HEAD OF DESIGN**



**LEIGH FRIGM**  
**SR. WEDDING PLANNER**



**BRIANNA BUTLER**  
**WEDDING PLANNER**