

CLIENT WELCOME PACKET



nostress-events.com



Hey there! Congrats on your engagement and happy wedding planning! We're so happy to have you consider No Stress Events for your wedding planner and coordinator needs!

You are likely overwhelmed with all the wedding information out there, but don't worry - you're not alone. We are here to help make the process of planning a wedding a lot simpler!

The information in this guide is meant to help you through the different wedding packages that we offer, along with answer some FAQs you may have!

If you still have questions, don't hesitate to send over an email! We are here for you every step of the way.

WELCOME

MEET YOUR TEAM



Taylor Lindsey

Owner & Lead Planner/Coordinator

✉ info@nostress-events.com

Hi there! I just wanted to say thank you **so much** for reaching out and considering No Stress Events for your big day!

I am the founder, owner, and lead planner/coordinator of NSE! Planning weddings & events started out as just a hobby for friends and family, but quickly turned into my passion after planning my very own wedding in 2021. I loved every step of the planning process- even the struggles that came along with it, and after my honeymoon I got to work on creating my own wedding planning & coordinating business, and that's how NSE was born!

Jessica Buckler

Event Assistant & Coordinator

Jessica was one of NSE's 2022 brides! After her wedding, she wanted to jump in and help couples have a flawless wedding day, just like she did!



Charlie Lindsey

Event Assistant

You guessed it! Charlie, Taylor's husband, helps Taylor run the business, and is occasionally the "man power" behind wedding days!





SERVICES OFFERED

We offer two planning packages and two coordination packages, to ensure our client's can pick a package with their needs met!

Full service: 8-16 months prior to wedding

Partial service: 6-12 months prior to wedding

Coordination: 1 month prior to wedding

01

Full Service Planning - *starting at \$4,500*

Monthly planning meetings with wedding planner, access to planner via Aisle Planner messages, emails, and text/calls, customized to-do checklist, budget assistance, vendor recommendations, advice on wedding etiquette, attendance at vendor meetings & rehearsal, and full access to our online planning system, Aisle Planner. Also includes everything in the deluxe month of coordination package!

02

Partial Service Planning- *starting at \$3,500*

Bi-monthly planning meeting with wedding planner, access to planner via Aisle Planner messages & email, customized to-do checklist, budget assistance, vendor recommendations, advice on wedding etiquette, attendance at rehearsal, and full access to our online planning system, Aisle Planner.. Also includes everything in the deluxe month of coordination package!

03

Deluxe Month of Coordination - *starting at \$1,500*

Two virtual detailing meetings with coordinator beginning 1 month prior to wedding day, two 10-hour day of coordinators, customized day of timeline, timeline management throughout wedding day, main point of contact for vendors beginning 1 month out, monitor & deliver tip envelopes, access to NSE's emergency kits, set up and/or breakdown of decor (pending start/end times)

04

Standard Month of Coordination - *starting at \$1,100*

Almost the same package as our deluxe month of coordination! The difference is that this package is event management only, meaning you will only have one 10-hour day of coordinator on site, who does **not** set up/breakdown any decorations.



SERVICES OFFERED

A- LA- CARTE

05 Website design- \$300
Planner to design and build you wedding website! Couple is responsible for providing planner information to input on website, and planner will design, build, and publish your website for guests to view!

06 Timeline Creation- \$200
One of our biggest "wow" factors is our extremely detailed day of timeline that we provide our clients and their vendors/bridal party! Couple would be responsible for filling out our timeline questionnaire, and planner will then customize their day of timeline and send it back to them. This includes adjustments up to 1 week before the wedding.

07 Signage & Decorations - *contact for pricing*
Customized signage and decoration made for our couples!

08 Party Planning - *contact for pricing*
Our packages do not include planning parties/events within a normal wedding planning timeline. We offer these services separately, so if interested, we would be happy to plan your bachelor/ette parties, wedding showers, bridal showers, engagement parties, after wedding brunches, rehearsal dinners, etc!

09 Flower Preservation - \$100 +
Day of coordinator(s) to take home wedding bouquets, centerpieces, etc. and get them delivered to your flower preservations artist within 3 days of your wedding. *does not include mileage*

FAQS

How far in advance should I book?

The sooner, the better! No matter what package you are interested in purchasing, it is best to book as soon as you can in order to secure your date, as dates fill up quick! Our busiest seasons are during the summer & fall, so don't wait to book!

What's the difference between you & other wedding/event planners?

Unlike other companies, when booking No Stress Events you are guaranteed exclusivity the week/weekend of your wedding. Your planner/coordinator will not take more than one wedding a week, so their soul purpose can be focused on you & your wedding day needs, ensuring nothing gets missed!

My venue provides a day-of coordinator, why do I need to book another?

A lot of venues do provide you with a day- of coordinator, but often times they are specific to your venue, such as, where to place chairs and tables for the ceremony/reception, & managing facility grounds. When hiring No Stress Events, we're there to create a personalized wedding day timeline, communicate with your vendors prior to your wedding day, navigate family questions, cue the ceremony (and attend rehearsal too, if you'd like!), help set up decor, and keep everyone on schedule according to your timeline!

My DJ says they help facilitate my timeline and keep our schedules, if that's the case, why book you?

Your DJ is right, they are very helpful in keeping everything flowing according to your timeline, but while they are behind the mic making introductions and keeping the dance floor going, your No Stress Events coordinator is more behind the scenes ensuring all small and big details of your event are occurring on time! We're here to make sure everything flows as planned, so you can sit back and relax!

FAQS

I submitted a contact form, when can I expect to hear back?

Be on the lookout for a response within 24-72 hours of your submission!

* Please check your spam folder if you have not received a response in the timeframe above.

Do you have any hidden fees?

We do our best to be upfront and honest about our fees, as we know staying within budget is important to all of our couples. On top of the basic package price, there are only extra fees for travel past 80 included miles. Extra miles are charge at \$0.50/mile.

Any other up-charges are at the client's discretion for add-ons (rehearsal if not included, extra hours, rental items, etc.)

Holidays will have an up-charge as well

Are you insured?

No Stress Events is a registered LLC in the state of Ohio, and we also have general liability insurance (just in case)! We want to ensure you in every way possible that we are prepared to help plan and coordinate your wedding day.

Who is the primary planner/coordinator?

When booking your event, owner & lead planner, Taylor, will be the primary planner & coordinator. In the event where multiple clients are looking to book the same day, it will be discussed ahead of time who will be your coordinator on your wedding day. Event assistants are available to help when multiple coordinators are needed.

In case of an emergency, our assistant coordinator(s) and/or event assistants will be briefed and caught up to speed on your event by Taylor, so they are prepared to take lead as your coordinator of your wedding or event.



NEXT STEPS



Thank you!

We offer a complimentary phone consultation to review our packages and answer any additional questions you may have!

When ready to book, let us know and we will send you a proposal, contract, and invoice!

A 50% deposit and signed contract are required to secure your date.



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