

KENDRA LEE EVENT AND WEDDING PLANNER

2022-2023

We are so excited that you are considering our services for your special day. So much planning goes into this one day of your life and you want to make sure you have the best team to make it everything you have dreamed. I have an amazing team of coordinators, decorators and planners to make sure that happens.

Every bride is different, so I have a couple of packages for you to consider. Are you the bride that wants to do all the planning and decorating but just needs a professional the day of to execute your plans and make sure everything runs smoothly? Maybe you're the bride that just wants to get married and needs someone to take your vision and make it happen. We are here to do just that as well. If you're not sure look over the packages, let's talk about each and see which you feel will make your day everything you have imagined.

WEDDING PACKAGES

Simple Day of Wedding Package-\$600.00* (\$300 deposit)

- Up to four hours of consultation regarding your planning
- Referral of reputable vendors and advice regarding contracts
- Set up wedding day timeline.
- Assist day of wedding with vendors and oversee reception set up.
- Organize and distribute all personal flowers to wedding party and family
- Maximum of 6 hrs. day of wedding usually 2 hours before and 4 hours after
- Wedding and reception at same venue

Directing and Day of Wedding Package-\$1050.00* (\$500 deposit)

- All the above plus
- Director for wedding
- Attend rehearsal and provide direction for the wedding party (maximum 2hrs)
- Use of small wedding décor that I own that we will setup
- Transfer guest book and any other items to reception
- Second coordinator for two locations
- Maximum 8 hrs. day of wedding 2 hrs. for rehearsal 4 hours before the wedding and 4 hours after.
- Attend Final walkthrough 2-3 weeks prior to the wedding date

Ultimate Wedding Package-\$2,500-\$4,000* (\$1,250-\$2,000.00 deposit)

- All-Inclusive wedding package
- All the above plus
- Assist in setting up budget.
- Help choosing vendors.

- Setup and attend any/all vendor meetings if so desired.
- Setup, decorating and clean up services.
- Larger décor (Arbor, Barrels etc.) included
- Unlimited phone calls, text emails
- Final details/ walkthrough meeting 2-3 weeks prior to wedding date.
- Two assistants if necessary
- Maximum 12 hours day of wedding 6 hours before and 6 hours after
- \$2,500 up to 150 people
- \$3,000 up to 250 people
- \$4000 up to 350 people

Other Fees

- **Travel Fee: \$100.00** if more than 50 miles from Mobile, AL; plus, hotel expense if required (amount TBD)
- **Extra hour(s) \$50.00 per hr.** can be added to package if more than allotted time is needed.
- **Rental of décor** I have décor that can be rented if you do not choose the Ultimate Package, prices vary.
- *Prices of packages may change depending on number of guests, size of bridal party, location of ceremony & reception and if additional assistants are needed.
- Non-refundable deposit required at signing of contract with remaining due 30 days before wedding. We accept Cash, Check or Venmo.