

Endy Events Event Planning Packages

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Consultations

complimentary

Let's get to know each other! We will chat about your event (if you know it: date, timeline, theme, budget) and what help you think you might need. We are here to help make planning a breeze!

Two Hour Planning Session

\$250

Let's crank out as much planning as we possibly can in 1 hour!

- Chat about ideas, colors, styles, and designs
- Create event design and details
- Create a day-of-event timeline (set up, event, and tear down)
- Suggest(ions) on vendors
- Create timeline of events for planning the event

Includes 2 hours (120 minutes) for us to tackle as much as we possibly can.

***This does NOT include Day of Coordination only a consult to help you prepare

Day of Coordinator

\$1,499.00

The basic package for the bride who has a handle on all the details but wants a wedding coordinator on the big day to make all that planning come to life! Includes:

- Day of Event Timeline Creation
- One (1) Coordinator (up to 10 hours) for Wedding Day Assistance
- 10 Hours of Pre Planning (in person (office setting), zoom or phone) *excludes rehearsal
- Final Vendor Confirmations
- Unlimited email & phone correspondence
- Management of all vendor arrival & setup
- Setup of personal belongings such as guest book, favors & other decor (small items)
- Oversight of all timeline items ceremony through reception
- Distribution of all final vendor payments (if applicable)
- Retrieval of all personal belongings at the conclusion of the event

Add Ons to Day of Coordinator Package

- Rehearsal \$250

- Additional Hours \$100/per hour
- Attendance of up to 3 site visits or vendor appointments (3 hours total) \$350

Partial Planning & Coordination

\$2,400.00+

This package is for the bride who wants to do most of the wedding planning herself but wants a local resource to help along the way! Includes:

- Includes everything from the All Day of Event Coordination Package items
- Ceremony rehearsal coordination
- Attendance of up to 3 site visits or vendor appointments (3 hours total)
- Wedding Consultant – unlimited advice, guidance and planning assistance to help client through planning process as a resource (client still responsible for all vendor communication)
- Final Preparations – combining your planning with ours and creating the final package complete with details!

Full Service Planning

\$3,500.00+

For complete peace of mind, choose this comprehensive package for planning help from “I said yes!” to “I do!” Includes:

- Includes everything from the All Day of & Consultation Event Coordination Package Items
- Assistance in Venue & Vendor Selection and Management to include unlimited vendor meetings as needed
- Budget Preparation & tracking
- Contract Negotiation & Vendor Payment Reminders
- Maintain ongoing vendor communication
- Vision Creation & Design – including help with the little details that make the biggest impact!
- Assistant Coordinator included as needed

Custom Packages

Need help planning but not sure that the above packages are right for you? Create a custom package for:

- Non-wedding events such as bridal & baby showers, rehearsal dinners, corporate events, golf outings, etc
- Someone who wants local vendor suggestions but can take care of the rest
- Basic consulting help – I’m happy to answer questions that pop up during planning!
- A future groom who needs help planning the perfect proposal
- Any planning needs that don’t fit the above packages

A La Carte

- **Additional Hours \$100 / hour**
- **Just decorating (based on 4 hours of set up and tear down) \$750**
- **Additional assistance (based on 4 hours) \$300**