



At RCC Weddings & Events, LLC, our goal is to create a package that matches what **YOU** want. We offer a **complimentary** initial consultation to discuss your event and needs. No strings attached! Below are some examples of packages that we offer. We strive to develop a package that fits your needs and budget, so please feel free to inquire if you do not see something that immediately speaks to you.

Day-of-Coordination (DOC)/Wedding Day Management

Otherwise known as the package where you won't have to do anything on the day of your event except relax, smile and, of course, dance!

The full DOC package is **much more** than "day-of." It is more like a mini-planning package. We are available to you the moment a contract is signed. This package includes three meetings prior to your event, attendance at final walk-through with caterer, coordination of the rehearsal with your officiant (if a wedding), and a set number of hours on the day of your event (usually time before the event and an hour after the event ends). Unlimited email and telephone conversations are included. Also included are confirmation and coordination of details and logistics with your vendors and other service providers, and creation and circulation of the timeline. Full DOC packages generally range from \$2,150.00 - \$2,750.00. [Contact us](#) to set up your complimentary consultation to discuss your needs and obtain a customized DOC price.

We also offer a partial DOC package which mirrors the full DOC except that it does not include décor breakdown at the end of the evening. Partial DOC packages generally range from \$1,850.00 - \$2,000.00.

Planning Consultations/Assistance

Does your venue have a coordinator who will assist on the day of, but you want some assistance leading up to your big day? We can help fill in any gaps between our day-of-coordination services and what the venue provides. Planning consultation/assistance packages generally include a number of meetings, confirmation of vendors and a timeline (partial or full).

Custom Package, including Partial Planning

This is a completely customized package; pricing to be determined based upon your needs. Planning packages include day-of-coordination.

A La Carte Services

Personal Décor Setup (included in DOC): Do you have a lot of personal items and are not sure how they will not only get setup, but be set up as you envision? We can help! If you do not need complete day of coordination, our Décor Setup package might be the package for you. This package may include one meeting prior to your event, venue walk-through (if we are not familiar with your venue), and décor setup. The Décor Setup package starts at \$600.00. **Note that the setup of your personal items/personal décor setup is included in our DOC packages.*

RSVP Management: The response cards are coming in, now what? We can assist in managing this process and will create a list of your guests along with their meal selections and other items as needed. Your guest list will be put into a format that you can simply hand over to your caterer. Pricing for this service begins at \$400.00. *Special pricing available if adding this service to a planning or DOC contract.*

Timeline Creation: The timeline package includes one in-person meeting prior to your event, review of vendor timing in contracts and creation of event day timeline. This package can also include vendor confirmations. Unlimited email and telephone conversations are included. Timeline creation starts at \$500.00. **Note that timeline creation is included in our DOC packages.*

Month-of-Task Assistance: The month prior to your event may be filled with lots of little details including favor and hotel guest bag assembly, putting together the table layout and so forth. Let us help with the details and be there to offer advice. This is an hourly package.

Contact us today!
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