



FULL PLANNING

This service includes assistance with everything in the planning process from start to finish. From vendor and budget advice to designing a beautiful tablescape, full planning ensures that you have a planner by your side through all of it. Your planner will provide answers to your questions and solutions to any issues that may arise throughout your time together so that things progress smoothly throughout the entire process. 9-12 months prior to wedding date.

Full Planning includes:

- Venue selection and site visits
- Vendor referrals and management
- Contract review and negotiation
- Budget assessment and oversight
- Planning checklist with to-do's outlined throughout the process
- Creation of design plan to include mood board, floral and linen recommendations, color palette, and custom floor plans
- Oversight of additional design elements including lighting design and tablescape decor
- Sourcing of custom design pieces including event furnishings and other decor
- Management of structural event elements including tenting, flooring, and staging
- Curation of paper suite to include invitations, place cards, name cards, signage, etc.
- Creation of custom installations for cake, escort card, and other displays
- Management of all transportation logistics for guests and bridal party
- Coordination with venue staff
- Creation and distribution of event day timeline to all vendors and VIP's
- Run rehearsal prior to wedding day
- Event assistant on site day-of
- Execute event day according to timeline and ensure all vendors are accounted for
- Oversee breakdown of event and ensure all personal items are returned to client

FULL PLANNING AND DESIGN SERVICES W/ COORDINATION START AT 3500

PARTIAL PLANNING

This service is for the client who has the main pieces of their planning process in place but is overwhelmed with managing everything in the months leading up to their wedding day. Partial planning services do not provide the same level of support as full planning services, as they typically do not start more than 6 months before the wedding date, unlike full planning which begins at least 12 months prior. Typically, 6 months prior to wedding date.

Partial Planning includes:

- Vendor management
- Budget oversight
- Planning checklist with to-do's outlined
- Coordination with venue staff
- Management of all transportation logistics for guests and bridal party
- Run Rehearsal prior to wedding day
- Creation and distribution of event day timeline to all vendors and VIP's
- Creation of floor plans for wedding day
- Execute event day according to timeline and ensure all vendors are accounted for
- Oversee breakdown of event and ensure all personal items are returned to client

PARTIAL PLANNING SERVICES START AT \$2000

DESIGN SERVICES

Design as a stand-alone service is for clients who want a beautiful wedding but don't need assistance with the logistical aspects of the planning process. With this service, we'll monitor everything design-related, including being there on the wedding day to make sure all your dreamy designs come to life exactly as you imagined. This service is perfect for a client who is getting married at a full-service venue. Typically, 6-9 months before wedding date.

Design Services include:

- Curated design vendor referrals and management
- Budget assessment and management for design elements
- Creation of design plan to include mood board, floral and linen recommendations, color palette, and custom floor plans
- Oversight of additional design elements including lighting design and tablescape decor
- Sourcing of custom design pieces including event furnishings and other decor
- Management of structural event elements including tenting, flooring, and staging
- Curation of paper suite to include invitations, place cards, name cards, signage, etc.
- Creation of custom installations for cake, escort card, and other displays
- Oversee installation of design elements on wedding day
- Coordinate post-event breakdown of design elements

DESIGN SERVICES START AT \$1200

MONTH OF COORDINATION

Month-Of Coordination is the perfect service for couples who desire to handle the entire planning process themselves but want to hand over the reins prior to the big day. Our job is to step in and coordinate any of the final details and manage all of the logistics for your event, leaving you to enjoy the last moments before you walk down the aisle. Suggested 4-6 weeks out prior to wedding date.

Month-Of Coordination includes:

- Ensure rental and catering counts are correct
- Review of all transportation logistics for guests and bridal party
- Finalize details with all vendors (including venue)
- Creation of floor plans for wedding day
- Creation and distribution of event day timeline to all vendors and VIP's
- Run Rehearsal prior to wedding day
- Execute event day according to timeline and ensure all vendors are accounted for
- Coordination with venue staff
- Oversee breakdown of the event and ensure all personal items are returned to client

MONTH-OF COORDINATION SERVICES START AT \$1350

DAY OF COORDINATION

You have the planning process already taken care of all the way up until the big day, but you want to know everything runs smoothly while you and your family focus on enjoying your dream wedding.

Day of Coordination Services include.

- Project checklist with to-do's outlined
- Creation of floor plans for wedding day
- Creation and distribution of event day timeline to all vendors and VIP's
- Set up of basic wedding day decor
- Run Rehearsal prior to wedding day
- Execute event day according to timeline
- Oversee breakdown of the event and ensure all personal items are returned to client

DAY OF WEDDING COORDINATION SERVICES START AT \$1,000

DESTINATION WEDDING

We love destination weddings! If your dream wedding destination is somewhere foreign (bonus points if it's tropical!), count us in! We'd love to support you during the planning process. We'll utilize our extensive network of planners and vendors across the globe to help you plan the perfect wedding—whether you're in Greece or Guatemala. Timeline suggested 6-9 months prior to wedding date.

Destination Planning includes:

Venue selection

Vendor procurement and management

Contract review and negotiation

Budget assessment and management

Project checklist with to-do's outlined

Coordination with venue staff

Management of all transportation logistics for guests and bridal party for wedding day.

Run Rehearsal prior to wedding day

(1) Event Assistant

Creation and distribution of event day timeline to all vendors and VIP's

Execute event day according to timeline

Oversee breakdown of the event and ensure all personal items are returned to client

DESTINATION SERVICES START AT \$5000 + TRAVEL EXPENSES

ADD-ON SERVICES

DEPENDING ON THE PACKAGE YOU CHOOSE, YOU MAY WANT TO ADD ON ADDITIONAL SERVICES TO HAVE JUST THE RIGHT AMOUNT OF PLANNING SUPPORT YOU NEED THROUGHOUT YOUR JOURNEY.

REHEARSAL DINNER

If you want your rehearsal dinner to feel like an extension of your wedding day celebration, we can help. We would love to plan and design this aspect of your event. It is such a special part of your wedding because it's where you can spend quality time celebrating with your nearest and dearest. Let us help you make it even more memorable.

HOTEL BLOCK MANAGEMENT

Don't feel like finding, managing, and negotiating hotel rates for all your guests? We understand. That's why we offer hotel block management. We will do the research on hotel options at various price points that will be convenient and comfortable for your guests. Then we'll negotiate to make sure you and your guests get the best rates.

POST-WEDDING BRUNCH

The post-wedding brunch is the last event of your wedding celebration before guests depart. We'd love to plan and design something that leaves your friends and family wowed as they're saying goodbye. Let's make your farewell as beautiful as your "I do!"

ENGAGEMENT PARTY & WEDDING SHOWER COORDINATION

Celebrate your engagement with a party that will have people saying, “I can’t wait for the wedding!” From details to decor, we’ll handle everything. All you’ll have to do is figure out what to wear as you show off your new bling!

ADDITIONAL ASSISTANTS

Depending on the complexity of your event, additional assistants may be added to your services at your request or the discretion of your planner. This will be communicated to you immediately as the need arises and added to your final invoice.

RENTALS

Coming soon is a list of décor embellishments and props available for rent.