



## WEDDING SERVICE PACKAGES

### FULL PLANNING & DESIGN

*This full service package is for the couple who needs assistance with every aspect of their big day! We are there with you through every step of the planning process, from picking the date and venue, to design, vendor selection, creation of the event timeline, and total event coordination.*

- A preliminary meeting to discuss your desired aesthetic and develop a planning strategy that best fits your overall vision and timeline
- Access to our list of preferred vendors and month-to-month planning timeline/guide
- Unlimited planning and design sessions
- Unlimited email correspondence and phone calls
- Budget creation, review, and continual management up to event
- Full event design; styling, theme, and décor
- Creation and maintenance of wedding website
- Assist with vendor selection and contract review
- Attend two vendor meetings of your choice
- Collaborate on a timeline of events from beginning to end, including vendor requirements
- Venue walkthrough and evaluation of design logistics
- Digital mock-up of venue design and décor
- Distribution of timeline to vendors (one week prior)
- Coordination of events
  - Direct vendors in delivery and set-up
  - Confirm décor details and finishing touches
  - Rehearsal orchestration
  - Day of management for ceremony and reception (10 hours)
  - Distribute final payments for vendors and any required gratuities
- Unlimited use of day of emergency kit

**STARTS AT \$3,500**

## DAY OF COORDINATION

*Day of Coordination is for the couple who needs an extra set of hands to ensure all aspects of the event are managed. This includes overseeing finishing touches on décor, last minute errands, directing vendors, guests, and the wedding party for the most important parts of the day*

- Collaborate on a timeline of events, including vendor requirements
- Day of management for ceremony and reception (10 hours)
  - Direct vendors in delivery and set-up
  - Confirm décor details and finishing touches
  - Oversee the arrival and seating of guests
  - Direct the officiant, immediate family, and wedding party entrance, ceremony, and grand exit
  - Coordinate transition from ceremony to cocktail hour and/or reception
- Unlimited use of day of emergency kit

STARTS AT \$ 1,200

## PARTIAL PLANNING & DESIGN

*The partial planning and design service is for the couple who has a strong vision of their big day but isn't quite sure how to make it a reality. Together we finalize design details to ensure your day is what you always imagined.*

- Unlimited email correspondence and phone calls
- Venue walkthrough and evaluation of design logistics
- Guidance on styling, theme, and décor
- Collaborate with vendors to incorporate their services into the design
- Digital mock-up of venue design and décor

STARTS AT \$ 800

## ADD ONS

### REHEARSAL COORDINATION

*For couples who have planned and executed their vision for the big day but are unsure about the physical aspects of the ceremony. We are there to help guide you, the officiant, family, and the wedding party during the rehearsal.*

- A preliminary meeting to discuss your desired aesthetic and develop a planning strategy that best fits your overall vision and timeline
- Unlimited email correspondence and phone calls
- Rehearsal guidance and management
  - Walk through of ceremony
  - Officiant and wedding party placement
  - Ceremony exit

STARTS AT \$ 200 (LOCAL)

### COFFEE WITH A PLANNER

*This service is for the couple who isn't sure about a planner but may have questions about anything from logistics to wedding day etiquette and want professional feedback. Let's spend 2 hours, in person or virtually, to answer any questions you have about your big day.*

STARTS \$ 250

### MEETING WITH A VENDOR

*Do you have a vendor meeting planned and you need expert support? We'll review your contract, discuss your needs, and attend a meeting to ensure you get the most out of your vendor/client relationship.*

STARTS AT \$ 250