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# MARGARET ROSE

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EVENTS



# Hello!

My name is Margaret and I am the owner and lead planner at Margaret Rose Events.

Originally from south Florida, I've spent over 10 years planning corporate events including galas and fundraisers for the University of Miami and the Mount Sinai School of Medicine.

After planning my own wedding in 2017, I quickly realized how fulfilling it was to curate and design the look of a wedding. Soon after, I started my own event planning business, Margaret Rose Events, and have had the pleasure of working with many couples to transform their wedding dreams into a stunning reality.

I can't wait to hear your love story!

*Margaret S. Kane*





*"Margaret is not only the best wedding planner I could have ever dreamed of having by my side, but she is also the most dedicated genuine sweet person you can meet."*

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# Investment

We offer three planning packages based on where you are in the planning process.

All of our packages can be customized to your specific planning needs:

A light brown circular icon containing the text "Day of Wedding" in a black script font.

*Day of  
Wedding*

Starting at  
\$1500

A medium brown circular icon containing the text "Partial Planning" in a black script font.

*Partial  
Planning*

Starting at  
\$2500

A dark brown circular icon containing the text "Full Planning" in a black script font.

*Full  
Planning*

Starting at  
\$3500

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**Be**  
This is The Moment

In celebrating the marriage of  
Dorothee Sidambarom  
and Emeric Lefort

On Saturday, the  
23rd of February 2019  
at Four in the Afternoon

SOHO GRANDHOTEL  
310 W Broadway, New York,  
NY 10013

**Wed**  
Ceremony and Cocktail to follow

# Day-of-Wedding Coordination

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This service generally begins 6-8 weeks from the wedding day when you hand off the planning details to us. Following a venue walk thru, we will become the main point of contact for all of your vendors, build a seamless timeline for the wedding day, and manage all of the event logistics so that you, your family and friends can enjoy every second!

The Day-of-Wedding package includes:

- **Pre-wedding Consults**

The initial consultation, a venue site visit and unlimited communications via phone and email to review all planning needs and event details.

- **Timeline Management**

We will create and manage the timeline for the day of your wedding to ensure no details are overlooked and the event flows properly. The timeline will be shared with the venue and other vendors as needed.

- **Point of Contact**

We will be the main point of contact for the final weeks leading up to your wedding day. This includes confirming and scheduling vendors, resolving any potential issues on the day of the event, and ensuring that final payments and gratuities are distributed as appropriate.

- **10 Hours of Coverage**

Margaret will personally be on site for 10 hours on the day of your wedding to assist with and oversee the setup of your ceremony and reception venue. Additional time can be added on at a rate of \$150/hour.

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*"Margaret was, simply put, the perfect day-of coordinator. From the beginning, she went above and beyond to make sure that everything was taken care of and to turn our vision into a reality."*

# Partial Wedding Planning

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With partial planning, you have likely chosen your venue and confirmed a few vendors, but you may not be sure what to do next. This is where we come in and provide wedding planning consultation services to keep you on track and seamlessly take over your remaining planning needs. This generally begins 10+ months out from your wedding day.

The Partial Wedding Planning package is inclusive of day-of-wedding coordination and also includes:

- **Vendor Sourcing**

We assist in curating the perfect team of vendors for your wedding and attend vendor meetings as needed. We also obtain various quotes within your price point and aid in the booking process for all vendors.

- **Budget Management**

We provide a budget tool to track expenses, schedule payments and maintain the established event budget. We assist in negotiating with vendors for the best possible pricing and review contracts and agreements in your best interest.

- **Venue Management**

We will ensure that the venue is set up in alignment with your vision while also maintaining compliance with venue guidelines. This includes collecting any personal belongings or decorative items to be saved for future pick up.

- **12 Hours of Coverage**

Margaret will personally be on site for 12 hours on the day of the wedding to assist with and oversee the setup of your ceremony and reception venue. Additional time can be added on at a rate of \$150/hour.

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# Full Wedding Planning

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With this option, we start from the very beginning and work with you every step of the way to ensure that your wedding day is everything you imagined. Starting with venue and vendor sourcing, we will provide you with all the knowledge, resources and creativity needed to make your vision come to life.

The Full Wedding Planning package is inclusive of partial planning services and also includes:

- **Venue Sourcing**

Margaret will put together a list of potential venues fitting the couple's budget and vision and will work to negotiate the best possible pricing. She will also assist in scheduling venue visits and vendor meetings and will be present for all appointments as appropriate.

- **Invitation Suite Management**

Aiding in the selection and mailing of the save-the-dates, wedding invitations and all printed materials. Includes the tracking of guest RSVP's and assistance with the setup and maintenance of the wedding website.

- **Hotel + Travel Management**

Assistance with the coordination of travel and transportation for the couple and their guests during the wedding weekend. Inclusive of identifying hotel options, booking room blocks, arranging for transportation between the hotel, church and reception.

- **Rehearsal Management**

Margaret and her team will direct the wedding rehearsal one day prior to the ceremony. This includes guidance on ceremony processional and recessional order and etiquette.

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## *What to do next*

Reach out to set up your complimentary planning consultation:

[Inquiry@MargaretRoseEvents.com](mailto:Inquiry@MargaretRoseEvents.com)

914 . 500 . 8823

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