Exclusively Elegant Events

Wedding & Event Planning/Design

Bridal Package Details – Day-of-Coordination

Prior to booking, all clients will receive a 30 minute complimentary consultation. A 25% deposit secures your date.

Day-Of-Coordination: Package includes day-of and some pre-planning services. A 25% deposit secures your date.

- *1 one hour face-to-face pre-planning consultation to establish rapport and ensure a clear understanding of the details of your vision (2-3 weeks prior to wedding)*
- *Visitation to ceremony and reception sites for pre-assessment*
- *Week-of contact with all vendors to confirm arrival of services/delivery of goods*
- *Assistance with planning day-of itinerary (from beginning to end of entire day)*
- *Coordinate/direct wedding ceremony beginning with the rehearsal (up to 2 hours of coordinating at the rehearsal) and coordinate flow of reception (up to 8 hours of service on wedding day) including vendor traffic, arrival of bridal party and each event as it is scheduled to occur (managing schedule as created).*
- *Handle behind the scene activities and situations as they occur.*
- *Distribution of your final payments to vendors on the day-of (must be placed in pre-sealed envelopes with your signature across the seals) if necessary.*

(starting at 750.00)

Bridal Package Details – Consulting

Bridal Elegance *is great for the bride who is creative and desires active control in the planning process but simply needs a professional eye and reassurance that everything runs smoothly on the day of the wedding.* ***This is our Coordinator Plus Package. It allows our staff to be a little more involved in the planning process.***

Exclusively Elegant Events (EEE) offers the bride/groom:

- *3 hours of face-to-face planning/consultations on budget, vendors, checklists, etc.*
- *Mini consults via phone*
- *Two site visitations (For example: the bride may choose to go dress shopping, to visit the ceremony or reception site, or to look for/select décor – EEE will accompany the bride (to Metro Detroit sites).*
- *Secondary research of vendors and sites that bride selects (Bride does the initial research and selection of vendors. EEE will do a background review on bride's selections to reassure the bride of their level of service).*
- *Frequent review of budget to assure that you stay within or under your established amount*
- *Frequent emails for updates and to ensure bride is on track*
- *Assistance with development of wedding day itinerary from morning to reception end*
- *Contact with all ceremony/reception vendors on the list provided to confirm set-up/arrival time Coordinate/direct wedding ceremony beginning with the rehearsal (up to 2 hours of coordinating at the rehearsal) and coordinate flow of reception including vendor traffic, arrival of bridal party and each event as it is scheduled to occur (managing schedule as created).*
- *Handle behind the scene activities and situations as they occur.*

(starting at 1350.00)

****An additional fee may be assessed for clean-up.***

Our goal is to make your wedding/event as seamless and worry-free as possible; and as always, we are committed to creating an elegant experience for you and your guests.

Bridal Package Details – Consulting/Planning Hybrid

Bridal Extravagance *is excellent for the bride who wishes to have complete flow and symmetry of her pre-wedding parties, ceremony and reception. She wants signature design, details and planning throughout her wedding events. This bride desires to be as worry-free as possible because she has entrusted her entire day to a wedding professional. We serve as the go-to person and are readily available with answers to a variety of questions that could range from: design ideas, favor ideas, proper etiquette, etc. On the day-of, we manage the moment-to-moment flow, making sure things run as smoothly as planned.*

Exclusively Elegant Events offers the bride and groom everything in the Elegance Package plus:

- *Face to Face consults (once per month)*
- *One additional site visitation (total of three)*
- *Quality vendor referrals – up to one in each category (bride must meet with vendors to make final decision).*
- *Review of vendor contracts*
- *Assistance with planning one pre-wedding party such as the engagement party, bridal shower or rehearsal dinner*
- *Recommend overnight accommodations and reserve block of rooms for overnight guests*
- *Assistance in creating an itinerary and welcome packs for out of town guests*
- *Provide communication to/with (via email) bridal party to ensure everyone is kept abreast of roles and plans (one meeting with bridal party to discuss role/responsibilities, attire, etc. included)*
- *Design Service – consulting/assistance with planning the visual/aesthetic aspects of your day (décor/floral arrangements offered at additional price)*
- *Assistance with reception floor plans, guest list and seating arrangements*
- *Coordination and development of the itinerary for the entire day*
- *Coordination of vendor arrival for both wedding and reception*
- *One lady in waiting specifically assigned only to the bride's detail on the day-of*
- *Ensure that all after event clean up requirements are met for both wedding and reception**

(starting at 2100.00)

An additional fee may be assessed for clean-up depending on the size and nature of ceremony and reception.

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Bridal Package Details – Full Service Planning

Exclusive Bride *is excellent for the very busy or out of town bride who has almost no time to spend on details and planning. The only concern for this bride is being beautiful on her special day. This is our planner, designer and coordinator complete package. The services provided in this package give you the most value. Our staff will find and secure venues, vendors; select invitations and even mail them out; draft floor-plans, and create designs, etc. This is our most comprehensive and hassle-free package.*

Exclusively Elegant Events offers the bride and groom everything in the Extravagance Package plus:

- *Complete planning of wedding and reception*
- *Complete selection of quality vendors that fit within the established budget*
- *Complete contact with vendors*
- *Unlimited contact with bride/groom via phone, email, or in-person as needed*
- *Meeting with bridal party to go over duties, attire, timelines, etc.*
- *Exclusively Elegant Events does all the work of planning an affair to remember with very little required of the bride and groom*
- *Little perks and bonuses*

(starting at 3300.00)

****An additional fee may be assessed for clean-up depending on the size and nature of ceremony and reception.***

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