

# FETE & FLOWER

## EVENTS PACKAGES - WEDDINGS FULL WEDDING PLANNING

This package is perfect for the busy couple who don't have the time to plan ALL of the details. This full service package will allow you the opportunity to share with us your vision and allow us to handle the details. You can choose just how much or how little time you spend with us and be as involved as you like!

You will have full access to me and I'll be on hand to finalize your venue search and booking, manage and oversee budgets and contracts, planning schedule and checklist, guest count, event design, theming and decor, event timeline, map layout, table plan and seating, booking vendors including invitations, printing and postage, RSVP, florals, dress, suits/hire, catering/menu plan and tasting, bakery/cake options and tasting, bar and beverages, photography/ videography, photo-booth, entertainment, limousine service/ transfers, hotels and block booking, bomboniere/guest gifts, wedding rehearsal coordination and full day-of planning following our final timeline. We can handle it all and achieve your vision!

*Package Price commences at \$4,500*

## MEDIUM PLANNING PACKAGE

This package is for the couple who have some of the details confirmed (for example your date and venue) and are now looking for some detailed assistance with locating and finalizing vendors, applying for event permits and insurance, event documentation including timeline, venue layout, venue policies, vendor certificates of insurance (COIs), venue access, arrivals and load-in details, menu planning/tasting, bakery/cake tasting, finalizing Food & Beverage (F&B) and venue Banquet Event Order (BEO), guest Bomboniere/Gifts, wedding rehearsal and full 'day-of' coordination.

*Package price commences at \$2,500*

## PARTIAL PLANNING PACKAGE

This package is a popular add-on to 'Day-of' Coordination for those couples who have many of the details finalized but need the ability to check in with us for advice and best practices and manage final venue walk-thru, draft event documentation including timeline, venue layout, policies, certificates of insurance (COIs), coordinate vendors for load in/out and 'day-of' planning and coordination, following final approved timeline.

*Package price commences at \$1,300*

## 'DAY-OF' PLANNING PACKAGE

This package is for the couple who have planned and confirmed all of the details and simply would like a wedding professional to be on-hand on the day to manage all of the logistics and finer details - following the confirmed event timeline. We'll ensure your day goes exactly as planned, while you enjoy a stress-free day and time with your loved ones!

*Package price commences at \$850*

*\* Package prices are negotiated based on event date, number of guests and tailored to your exact needs.*

# FÊTE & FLOWER

## EVENTS PACKAGES - WEDDINGS

### ADDED A-LA CARTE SERVICES

#### WEDDING PLANNING ADDITIONS...

The formal packages offered are a 'suggested' format to follow, however, at Fête & Flower, we can tailor a package with options to suit you and your budget perfectly!

We set up our services this way so that you can get the exact help that you need without paying for those items that you don't. So, if you want a 'Day-of' Coordinator with some Partial Planning added to finalize your details, but DON'T need assistance with your wedding rehearsal - we can make that happen.

Or, if your wedding has a lot of moving parts, additional decor, separate venues for ceremony and reception or just needs some extra attention, we can add an additional event assistant to the package to make sure everything gets done!

Some planning a la carte 'additions' you may wish to consider are:

#### UPGRADE TO MEDIUM PLANNING PACKAGE

You decide that you are going to need more help than you first thought necessary and this includes detailed access to us to set up event licensing, permitting and documentation, including timeline and layout, as well as finalizing and coordinating your venue final walk through and vendor access and management.

*Package upgrade price commences at \$1,200*

#### UPGRADE TO PARTIAL PLANNING PACKAGE

You originally requested 'Day-of' Services and now need assistance with finalizing your vendors and confirming/setting up the timeline and venue layout details and confirming all the details with your event vendors.

*Package upgrade price commences at \$400*

#### WEDDING CEREMONY REHEARSAL COORDINATION

Your event executive will be available to attend, coordinate and choreograph your wedding rehearsal. We'll meet with your bridal party and family and walk you through the bridal procession order, ceremony format, bridal recession, general timeline and tasks. The wedding rehearsal is usually 24-48 hours prior to our wedding date, venue permitting, and often an afternoon meeting at around 5:00pm, prior to your rehearsal dinner, or 12pm, prior to your rehearsal lunch/brunch. Rehearsal is usually 1.5 hours

*Package price add-on is \$150*

#### ADDITIONAL EVENT ASSISTANT - 'DAY-OF'

An additional member of the team will be available on the day of your wedding to assist with tasks as needed. Based on a shift of 8-10 hours, gratuity included.

*Package upgrade price is \$285*

*\*all add-on services and prices are negotiable and based on wedding date and number of guests*