



*hundreds of dreams
thousands of details
millions of memories*

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Month Of Coordination

this service is designed for clients who have mostly planned their wedding, but need some help wrapping up the remaining details and want the freedom to enjoy their day and feel confident that the plans they worked so hard to create will be executed flawlessly

unlimited hours of coordinating all wedding-related events such as the wedding ceremony rehearsal and wedding reception four weeks prior to the wedding date

guestlist database services

wedding logistics to include production and event design, coordinate and manage event vendors, create schedules, timelines and diagrams

act as liaison between vendors and client using market knowledge and established relationships to allow assembly of the best team for your perfect day

personalized service, traditional or innovative, sophisticated or whimsical, intimate or grand, creating custom celebrations that reflect your personality and style

organizing intricate details that will carry out the wedding of your dreams

peace of mind

\$3,500

\$2,500 non-refundable deposit paid upon signing the contract

remaining balance of \$1,000 paid one(1) month prior to the wedding date or paid in full

additional staff associates at \$250 each required for every 150 guests

optional: \$500 for each additional event such as a bridal luncheon, wedding rehearsal dinner and/or a post-wedding brunch

two(2)-night hotel accommodations



Brian MacStay Photography



Brian MacStay Photography



Brian MacStay Photography



Wedding Documentary by Vijay Rakhra



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Partial Planning Services

this is designed for clients who have already booked their venue and either has contracted or will contract the venue and two(2) additional vendors, and need help wrapping up their planning and selecting the remaining vendors required

unlimited hours of coordinating all wedding-related events such as the wedding ceremony rehearsal, wedding rehearsal dinner and wedding reception starting immediately upon signing the contract

client must contract at least two(2) vendors plus the venue

wedding ceremony and reception venue recommendations and site visits

vendor consultation, referral and procurement

budget consultation and maintenance

hotel wedding room block procurement and maintenance

guestlist database services

wedding logistics to include production and event design, coordinate and manage event vendors, create schedules, timelines and diagrams

act as liaison between vendors and client using market knowledge and established relationships to allow assembly of the best team for your perfect day

personalized service, traditional or innovative, sophisticated or whimsical, intimate or grand, creating custom celebrations that reflect your personality and style

organizing intricate details that will carry out the wedding of your dreams

peace of mind

\$6,000

\$3,000 non-refundable deposit paid upon signing the contract

remaining balances paid in monthly incremental until fully paid one(1) month prior to the wedding or paid in full

includes one(1) staff associate
additional staff associates at \$250 each
required for every additional 150 guests

optional: \$500 for each additional event
such as a bridal luncheon, wedding rehearsal dinner
and/or a post-wedding brunch

two(2)-night hotel accommodations¹

Full Event Production

this is full planning from beginning to end, meant for those who don't have a lot of time to devote to planning their entire wedding

unlimited hours of coordinating all wedding-related events such as the wedding ceremony rehearsal, wedding rehearsal dinner and wedding reception starting immediately upon signing the contract

wedding ceremony and reception venue recommendations and site visits

vendor consultation, referral and procurement

budget consultation and maintenance

hotel wedding room block procurement and maintenance

guestlist database services

wedding logistics to include production and event design, coordinate and manage event vendors, create schedules, timelines and diagrams

act as liaison between vendors and client using market knowledge and established relationships to allow assembly of the best team for your perfect day

personalized service, traditional or innovative, sophisticated or whimsical, intimate or grand, creating custom celebrations that reflect your personality and style

organizing intricate details that will carry out the wedding of your dreams

peace of mind

\$8,500

\$4,250 non-refundable deposit paid upon signing the contract

remaining balances paid in monthly incremental until fully paid one(1) month prior to the wedding or paid in full

includes one(1) staff associate
additional staff associates at \$250 each
required for every additional 150 guests

optional: \$500 for each additional event such as a bridal luncheon, wedding rehearsal dinner and/or a post-wedding brunch

two(2)-night hotel accommodations



Orbie Pullen Photography



Orbie Pullen Photography



Orbie Pullen Photography



Orbie Pullen Photography



Brian MacStay Photography

Testimonials

It goes without saying, but THANK YOU again for everything pre/during/post Wedding. You truly were our "Fearless Leader" during the whole process and would not have been able to pull everything without your guidance.

Matthew & Stefanie Ybarra-Archambault (Bride & Groom pictured above)

Duncan helped make our dream wedding come together seamlessly. More than anything, it was his attention to detail that truly made it special. His extensive experience in the industry and love for the job made our lives so much easier. He's incredibly organized, quick to respond, calm under pressure, and a pleasure to work with. Any time we were flustered or buried under thousands of decisions to make, Duncan would always be available to help us navigate any issue and helped keep us on track. Duncan came so well recommended that we had very high expectations. And I can say now that he has well exceeded even those elevated expectations. If you're planning a wedding, it's a no-brainer. Call Duncan and you won't regret it.

Bo Nam (Groom)

I wasn't sure if we even needed a Wedding Planner but my fiancé insisted and, in preparation for a lifetime of doing what she says, I of course listened to her and I couldn't be happier that I did. Duncan was great throughout the entire process and is extremely creative and had many great ideas that we incorporated into our Wedding. He has tons of connections within the industry and saved us a ton of time and money throughout the process. I have no idea how we would have survived the day of the Wedding without him. If you're like me and on the fence about getting a Wedding Planner, give it some serious thought because the amount of time and stress saved is well worth it and I can't imagine anyone better than Duncan!

Mike Gehrke (Groom)

One always hopes that Stephanie and Eric's wedding will be as fabulous as one imagines, but the wedding ceremony and reception far exceeded our expectations and was as wonderful and perfect as a wedding could be!

**Mayor & Mrs. Oscar Goodman (Mayor of Las Vegas and Parents of the Groom)
for Eric & Stephanie Boixo-Goodman (Bride & Groom)**



Clane Gessel Photography

Testimonials

I remember the day my fiancé (at the time) told me we had to go meet with our wedding planner (Duncan). It was a Sunday and I was not pleased about it. I thought to myself, wow, this is going to take about 3 hours to get through and totally burn my Sunday. I came out of that meeting floored by Duncan and remember turning to my wife and saying, "If I could hire 10 more of him and take them to work with me I would have the perfect team and we would accomplish great things." Seriously. To say he's on top of his stuff is an understatement. He's not only incredibly considerate of your own thoughts / considerations but comes with a wealth of advice that he'll dispense appropriately and comfortably. He'll also come with all the details / contracts / and anything else you can possibly think of prepared. What I thought was going to be a painful meeting going over the ceremony was incredibly enjoyable, fast, and efficient. This same experience happened again and again with him. He is truly a pleasure to work with and I can't say enough great things. He exceeded my expectations beyond anything I thought someone was capable of; and that is quite a compliment considering I'm fairly (ok, very) critical. It is such a relief to be having him running point the day of as well - he's a game changer!

Dan O'Connell (Groom)

Duncan Reyes is the most fabulous man alive! When I first met Duncan over Sushi, he told me the story of being flown to India to hand select white elephants for a Wedding he was planning in Dubai. Wow. Duncan has shaken hands with Presidents, traveled the World designing events, and regularly works with CEOs of Fortune 500 companies and NFL Stars. But what makes him such an amazing human being and so good at what he does? The moment you meet Duncan, he brings you into his world, and you are a part of his family of event professionals and vendors. He connects you with his "Dream Team" of vendors, whom also shower you with love, and care very much about making your event a success. You get a warm feeling of security and ease, which is very unusual for a Groom in the Wedding planning phase. 90 minutes after Duncan started planning our Wedding, he called me back and said, "Ok, we're ready. The whole Dream Team is on board." I know in my heart that our Wedding was a hundred times more brilliant, elegant, gorgeous, memorable, and stress free as a result of Duncan's constant, diligent, all encompassing work. We are so grateful for everything that Duncan did for us, and he always has a place in our family. The best investment you can make in planning your Wedding or Special Event is to hire Duncan. He is the best of the best. From both my Wife and Myself, we want to thank you from the bottom of our hearts for giving us a day we will remember the rest of our lives.

Jason & Laura Kyle-Mitchell (Bride & Groom)



His successful career all began as a Corporate Event Planner until his tenure as Catering Manager for luxury hotels such as The Portman Hotel and The Pan Pacific Hotel San Francisco, The Fairmont Hotel San Francisco & Chicago, General Manager and Director of Events at The Julia Morgan Ballroom, and at the historic Westin St. Francis Hotel San Francisco as their Catering Manager for Weddings and Social Events.

His impressive accolades have given him credentials to recognize him as an Independent Food Editor, Restaurant Critic and a Contributing Writer for San Francisco, Chicago and New York media publications.

Spanning over 25 years in Wedding, Corporate and Social Event Planning, his passion has taken him soaring to new career heights that eventually led him to creating his business venture, **f. duncan reyes events by design** and is renowned as the event & hospitality industry's most Premiere Wedding and Event Planner extraordinaire. In January 2009, he was honored by the *San Francisco Business Times* as one of the Top 100 New Businesses for 2009 and as published in their "Book of Lists 2009". Duncan is a member of the National Association of Catering Executives-San Francisco Chapter, and was voted in 2010 as NACE'S "Member of the Year". And in January 2012, 2012, 2013 and 2014 was recognized by WeddingWire Bride's Choice Awards for Best Wedding Planner.

Committed to creating special events that are as distinctive as his clientele, he creates and executes flawless affairs with sophistication and panache yet with a personable approach that represent your own unique style, exceeding expectations for the planning and design experience. The myriad of Weddings, Corporate and Social Events accommodate all requests large and small with a touch of class. With years of experience conceptualizing ideas, themes and budgets for all events, his capabilities and resources are endless in an effort to create memories that will last a lifetime.