



Full Service Wedding Planning Package

For small intimate wedding of 50 guests or less \$2,250.00
2 event coordinators up to 8 hours - Plus 10 hours planning services

For weddings with 50-250 guests \$3,500.00
2 event coordinators up to 10 hours - Plus 20 hours planning services

For weddings with 250+ guests \$4,000.00
2 event coordinators & 1 assistant up to 10 hours - Plus 20 hours planning services

Included in package: Initial meeting, Venue Walk-through, Client Meetings throughout planning, Seating Chart, Wedding Day Timeline, Review of contracts, Contact & Coordinate vendors, Design layout of ceremony & reception areas, Create Processional, Direct Rehearsal, Direct Processional & Recessional, Personal Bridal Attendant, Set-up & Tear-down décor including dining tables, cake table, welcome table, gift table, special ceremony display, follow wedding day timeline, aide guests and make sure event flows smoothly.

Planning services available: Set-up and maintain budget, Research Venues & Vendors, Venue & Vendor selections, Handle contracts, Task list, Save the Date Cards, Menu & Escort Cards, Invitations, Table Decorations, Wedding Favors, Rehearsal dinner, Beauty appointments, etc. You decide which of these you need and these are part of your package based on the number of hours you contracted.

Month of Wedding Coordination

For small intimate wedding of 50 guests \$1,750.00
2 event coordinators up to 8 hours

For weddings with 50-250 guests \$2,000.00
2 event coordinators up to 10 hours

For weddings with 250+ guests \$2,500.00
2 event coordinators & 1 assistant up to 10 hours

Included in package: Initial meeting, Venue Walk-through, Final client Meeting 4-6 weeks prior to wedding, Wedding Day Timeline, Review of contracts, Contact & Coordinate vendors, Design layout of ceremony & reception areas, Create Processional, Direct Rehearsal, Direct Processional & Recessional, Personal Bridal Attendant, Set-up & Tear-down décor-including dining tables, cake table, welcome table, gift table, special ceremony display, follow wedding day timeline, aide guests and make sure event flows smoothly.

Set-up & Take-down of tables and chairs is additional cost. More hours or staff maybe added.

A la Carte Services

Prices vary from \$25 to \$50 per hour plus materials (if applicable)

Free Consultation		FREE
Set-up Budget		\$30 hr.
Research Venue & Vendors		\$30 hr.
Venue & Vendor Selection		\$30 hr.
Handle contracts		\$30 hr.
Manage tasks		\$30 hr.
Save the date cards	-select, order and prepare for mailing	\$25 hr.
	-design, create and prepare for mailing	\$25-40 hr. (plus mat.)
Menu & Escort cards	-select and order	\$25 hr.
	-design and create	\$25 hr (plus mat.)
Invitations	-select and order	\$25 hr
	-design, create and prepare for mailing	\$25-50 hr (plus mat.)
Wedding favors -select and order		\$25 hr.
	-design and create	\$25 hr. (plus mat.)
Flowers	-select and order	\$25 hr.
	-design and create	\$25-\$40 hr. (plus mat.)
Seating chart		\$25 hr.
Table decorations	-select and order	\$25 hr.
	-design and create	\$25-\$40 hr. (plus mat.)
Coordinate vendors	-day of ceremony	\$50 hr. per staff
Waitstaff		\$25 hr. per staff
Parking attendants		\$20 hr. per staff
Shuttle Driver		\$20 hr. per staff
Bartenders		\$25 hr. per staff
Bar Back		\$20 hr. per staff
Direct Rehearsal		\$50 hr.
Wedding Day Timeline		\$30 hr.
Personal Bridal Attendant		\$30 hr.
Set-up and Tear down (décor & tables/chairs)		\$25 hr. per staff
Hotel Accommodations		\$25 hr.
Beauty and Spa Appointments		\$25 hr.
Rehearsal Dinner Arrangements		\$25 hr.

If you want something that is not listed, just ask.

***\$500 down to book the date for coordination packages and the balance is due
30 days prior to your wedding!***