

The Vow Keeper

A La Carte Wedding Planning And Wedding Organization



Maybe you thought you could handle the wedding planning on your own, but now realize you would really like a little help along the way with your wedding questions or special wedding projects that you simply do not have the skills or the time to dedicate.

The Vow Keeper offers an **A La Carte Wedding Planning and Wedding Organization Service**. The Vow Keeper will provide a personalized wedding consultation custom tailored to fit your individual wedding planning needs, without breaking your wedding budget. Leave it to The Vow Keeper, to help stretch your wedding dollars. We believe every Bride and Groom should have the wedding of your dreams, no matter what your wedding budget is, The Vow Keeper is here to accommodate you, and is dedicated to making memories of a day you will forever cherish.



The Vow Keeper will be there to assist you with

- **Wedding Budget Outline, Organization & Guidance**
- **Wedding and Bridal Party Flowers**
- **Wedding Theme Design Consultation**
- **Wedding Ceremony Design and Questions**
- **Layout & Seating Charts** ~ Round or Square ? We will help you organize your layout, place it on a chart, making sure everyone is in their proper places
- **Place Cards** ~ We can prepare your place cards for you and organize them based on your seating chart, ready for your place card table
- **Invitation Designing, RSVP Cards, Enclosures, Directions and Maps**
- **Invitation Addressing and Stuffing, Ready For Mailing**
- **Engagement and Wedding Announcements For The Newspaper**
- **Personal Wedding Guest Phone Calls** ~ Confirming their attendance and answering individual wedding questions
- **Bridal Shower Arrangements** ~ Favors, Themes, Games, Flowers, Food, etc.
- **Bachelor/Bachelorette Party Ideas**
- **Rehearsal Dinner Party Arrangements**
- **Design and Décor Guidance**

- **Specialty Party Favor Ideas And Assembly**
- **Out Of Town Guest Arrangements**
- **Hotel Blocking For Guest Reservations**
- **Assisting with DIY Ideas Creative Production~ Favors, Décor, Reception, Ceremony**
- **Venue Selection And Information**
- **Contract Details For Vendors**
- **Wedding Etiquette**
- **Personalized Wedding Website**

To assist you with any A La Carte Planning, The Vow Keeper charges an hourly rate of \$50. per hour, for email and telephone assistance. If I provide in person assistance, at your specified location, the fees are \$50. per hour in the Hi-Desert Locations, Joshua Tree, Yucca Valley, Twentynine Palms or \$75. per hour for the Lo Desert Locations, Palm Springs, Rancho Mirage, Indian Wells with a two hour minimum, please inquire about your specific location.

The Vow Keeper is here to assist you with all of your wedding needs, just ask... we are here to help (760) 399-6789 or email us at thevowkeeper@wildblue.net or refer to our website at www.thevowkeeper.com We will look forward to hearing from you.
Warmest Wedding Wishes.

Full Day Of Wedding Coordination Package

I offer day coordination for a stress free wedding !!!

Full Day Of Wedding Coordination Package

I can help you with a small intimate ceremony or a large elegant affair !

As your personal coordinator I will sit down with you and go over every detail of your wedding to make sure you haven't overlooked anything. I will gather information on all your vendors and then provide time lines and checklists that will help keep everyone on the same page, making the wedding day as hassle-free for them as it is for you. You and your family can relax and enjoy your special day, leave all of the details to me !!

Your Full Day Of Wedding Coordination Package Includes;

- An initial consultation and then one planning session approx. 2-4 weeks before the ceremony.
- Unlimited emails and phone calls for all your wedding planning questions along the way
- Vendor recommendations and planning suggestions
- Contacting all other vendors before the wedding
- Preparing a time line for the full day of events
- Providing a detailed time line to your vendors
- Running your rehearsal a day or two before the wedding
- Arriving before your ceremony to assist as your vendors arrive
- Overseeing the set-up of ceremony and reception site the day of the wedding at the same location,
- **(additional fees apply for multiple locations)**
- Making sure all members of the wedding party know their duties
- Assisting with corsages, boutonniere's and passing out bouquets
- Overseeing your ceremony, cue Bride, Groom, wedding party and Minister
- Orchestration of reception, toasting, cake cutting, first dance etc.
- Assistance with setting up the guestbook, programs, seating cards, menus, gifts etc.
- Overseeing gift table and sign in guest book
- Coordinating with Catering Manager, Master of Ceremonies, Photographer and all other vendors during the event
- Coordinate timing of your Grande Entrance
- Ensuring all personal ceremony and reception items are packed and placed in designated location
- Bringing a Wedding Day Emergency Kit
- Distributing your final payments to your vendors
- Staying until the last vendor has packed up and left

**Full Day Of Wedding Coordination Package
Fee Starts at \$1200. Depending On Your Location**

I ask for 50% deposit at the time of the booking to reserve your date and the balance due 30 days before your wedding.



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