



LAUREN PASTERNAK  
EVENTS & WEDDINGS

laurenpasternakevents@gmail.com // 845.264.2955 // www.laurenpasternak.com

## Full Planning

This service is catered to busy couples who want their ideal wedding, but may not have the time to plan and execute their vision while keeping their day job. You decide how involved you want to be in the planning. With our professional guidance, you'll be informed of deadlines and enjoy every minute of your wedding experience. Packages start at \$4,000 and are completely customizable. Travel fees may apply.

- Initial consultation with the wedding couple
- Face to face or virtual meetings throughout planning process
- Unlimited phone and email communication with couple
- Timeline and checklist
- Assistance with wedding design and layout
- Recommending, selecting and negotiating contracts with vendors
- Vendor communication throughout the entire process
- Coordination of rehearsal dinner
- Venue setup and preparation
- A detailed timeline for day of and coordination of the timeline with vendors
- Full coordination the day of, for up to 12 hours
- Day of wedding assistant
- Breakdown of venue

## Partial Planning

This package is perfect for couples who have already contracted their venue or catering company. If you have a need for additional professionals or need help with negotiations, recommendations and contracting- this is the package for you! Assistance with budgets, style and all duties of a day of coordinator are included as well. Packages start at \$2500, and can be customized to your needs. Travel fees may apply.

- Initial consultation with the wedding couple
- Unlimited communication via email or phone
- Two venue walk-throughs
- Coordination of rehearsal
- Creation of timeline
- Vendor referrals
- Rentals coordination
- Coordination of rehearsal dinner
- Decorating assistance
- A detailed timeline for day of and coordination of the timeline with vendors
- Full coordination the day of, for up to 12 hours with day of assistant

## Month of Coordinator

The month of wedding coordination service is designed for the couples who have completed their wedding plans and want a professional to execute these plans on their wedding day. We tie any loose ends so you will be at ease. We will conduct the rehearsal, ceremony and reception according to your plans and specifications so that your special day is flawless. Our team will communicate with and guide your vendors for set up according to your timeline. Packages start at \$2,000 and can be customized to your needs. Travel fees may apply.

- Initial consultation with the wedding couple
- Unlimited email and phone coordination
- One walk-through of wedding venue
- Creation of timeline
- Vendor referrals (if needed)
- Rentals coordination
- Coordination of rehearsal dinner
- Decorating assistance
- A detailed timeline for day of and coordination of the timeline with vendors
- Full coordination the day of, for up to 12 hours
- Day of wedding assistant
- Breakdown of venue

\*This service can be booked at any time during the planning process. We encourage to book as early as possible to ensure availability.

## Day of Coordinator

Have everything taken care of and just want to enjoy your big day? A day of coordinator is perfect for you. Available only for weddings 100 guests and less. Packages start at \$1,000 and can be customized to your needs. Travel fees may apply.

- Initial consultation
- Unlimited email and communication
- Walk-through of venue
- Timeline creation, management and execution
- Coordination with vendors
- Coordination of rehearsal
- Coordination of ceremony
- Coordination of reception
- Assisting with design and decorating

\*This service can be booked at any time during the planning process. We encourage to book as early as possible to ensure availability.

## Yoga

Whether you want a private, personalized class the morning of your big day or perhaps you and your bridesmaids want a cool down class prior to your rehearsal dinner or even your bridal shower! Maybe you want several classes throughout your entire wedding planning process. We offer single classes as well as packages. All classes are completely customized to your needs and wants- all levels welcome. Mats, props and essential oils provided. Prices vary.