



events with ambiance



Wedding Collection Guide

The YELLOW DIAMOND Wedding Collection investment is \$9,000.

This collection is perfect for those couples desiring hands-on guidance with their wedding planning, and want a professional team to help to take you from “I will” to “I do”.

This collection includes:

- Unlimited Planning Meetings
- Unlimited contact via phone, text, and email
- Assist with Engagement announcement

Assist with invitations

- Selection
- Wording
- Unlimited Vendor Referrals
- Budgeting Assistance and Management
- Discussion and Implementation of Event Design
- Floor plan Consulting & Design
- Assist with attire for Wedding Couple and Wedding Party
- Plan & Arrange all Pre Wedding Events
- Ceremony Development
- Complete Wedding Timeline
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Provide all templates

- Guest list
- Musicplaylist
- Photo Checklist

Guest list coordination

- RSVP Management
- Seating Chart Assistance
- Place Card Assembly

Online Planning Tools

Work with vendors

- Arrange meetings with vendors
- Confirm vendors
- Develop timeline and floor plan for vendors
- Oversee setup & tear down
- Ensure proper execution of all vendors during event
- Contract review and negotiation

Arrange and attend venue walk-thru

- Final Walk-thru meeting
- Coordinate rentals (tables, linen, etc.)

Catering

- Menu selection
- Tastings
- Contract negotiation
- Arrange accommodations for out of town guests

- Arrange transportation for bride, groom, and wedding party
- Rehearsal Coordination (up to 2 hours)
- Wedding Day Concierge
- Assist wedding party during preparation
- Distribute final payments to vendors
- Bridal Emergency Kit
- Secure gifts and personal items with the caretaker of your choice

The SAPPHIRE Wedding Collection investment is \$6,500.

This collection is perfect for couples who have some of the major decisions made for their wedding, but need assistance in pulling together their event vision and/or event team. We will create a uniquely designed event experience and match you with vendors that are perfect for you.

This collection includes:

- Unlimited Planning Meetings
- Unlimited contact via phone, text, and email
- Up to 6 Vendor Referrals.
- Budgeting Assistance
- Event Design Consultation
- Ceremony Development
- Complete Wedding Timeline
- Guest list coordination
- RSVP Management
- Place Card Distribution

Work with vendors:

- Arrange meetings with vendors
- Confirm vendors
- Develop timeline and floor plan for vendors

- Oversee setup & tear down
- Ensure proper execution of all vendors during event
- Contract review and negotiation

- Arrange and attend venue walk-thru
- Final Walk-thru meeting
- Coordinate rentals (tables, linen, etc.)

Catering :

Tasting

Contract negotiation

- Online Planning Tools
- Arrange transportation for bride, groom, and wedding party
- Distribute final payments to vendors.
- Bridal Emergency Kit

The EMERALD WEDDING DAY MANAGEMENT collection investment is \$3,000

This collection is perfect for couples who want to protect the investment of their wedding plans. I will begin working with you on your event two months prior to your wedding to pull together the logistics of your details. In addition to working with your vendors, we'll also create your timelines and other important directives to execute your wedding day. You'll be free to enjoy your wedding day with our staff on hand to attend to the full production of your event.

This Collection includes:

- Unlimited contact beginning 2 months prior to Wedding Day
- Develop timeline and floor plan for vendors
- Rehearsal coordination (up to 2 hrs)
- Oversee vendor setup and tear down
- Ensure proper execution of all vendors during event
- Distribute final payments to vendors
- Bridal Emergency Kit