



S

C H A P M A N

D E S I G N S

Planning Coordinating Styling

706.350.8807 | www.schapmandesigns.com



—CONSULTANCY—

A LITTLE HELP ALONG THE WAY

Maybe you have your wedding almost all figured out, but you need a little bit of help or advice before your big day. My hourly consultation service can be however you like! Whether you need me to review your wedding day timeline to make suggestions or amends, look at your vendor contracts, or help you find the vendor you are missing- whatever your need, I am here to help!

— PRICING —

\$100 per hour or 5 sessions for \$400

—COORDINATING—

PRE—WEDDING PLANNING

- Unlimited email correspondence
- A pre-wedding consultation & venue visit 3 to 4 weeks prior to your wedding date.
- Advice on timings and logistics
- Design suggestions
- Vendor recommendations
- Customized reception and ceremony layout (digital layout)
- Construction of detailed wedding day timeline which will be shared with you and your vendors 1-2 weeks prior to the wedding.
- Coordinate/Direct up to one hour of Rehearsal (day prior to event)
- Distribute ceremony/reception timeline to bridal party and family members to ensure everyone is aware of their arrival times and responsibilities.
- Communication with your vendors in the week prior to the wedding, to answer any questions and problem solve where required. My job is to ensure you can look forward to your big day without any last-minute stress!

DAY OF WEDDING SERVICES

- Up to 7 hours total of on-site coordination
- Serve as the point of contact for all vendors during the event
- Direct ceremony/reception agenda to ensure activities remain on schedule
- Assist/direct bride, groom, bridal party, family members and guests throughout the event

— PRICING —

DAY—OF PACKAGE

\$850

MONTH OF PACKAGE

\$1200

—FULL SERVICE PACKAGE—

PLANNING. DESIGNING. COORDINATING. THE WHOLE SHA—BANG.

PRE—WEDDING PLANNING

- Unlimited email correspondence
- Up to 8 hours total of meetings and consultations (as needed)
- Development and implementation of wedding budget
- Assistance with picking and designing handmade goods (DIY projects)
- Assistance with designing and organizing wedding favors and accessories
- Main contact for all vendors for entire planning process
- Guest response management
- Recommendations and knowledge regarding obtaining marriage license and officiant
- Construction of detailed wedding day timeline for all members of bridal party
- Confirming details and timelines with all chosen vendors

STYLING + DESIGN

- Personal design board made just for you with your color scheme and unique styling tips and ideas.
- Full concept and design put into place.
- Assistance with venue layout.
- Suggestions for save the dates, invitations, florals, design-based vendors, and all things pretty!
- Communication and coordination with any rental or decor companies.
- All other vendor recommendations as needed.

DAY OF WEDDING SERVICES

- Up to 10 hours total on-site Coordination.
- Scheduling, implementing and assisting with the setup of the ceremony and reception.
- Setup of wedding accessories and décor (as needed).
- Inspection and confirmation of venue layout and set-up.
- Distribution of printed schedules to appropriate parties.
- Director of the ceremony processional/recessional.
- Serve as the main contact for all vendors.
- Supervise all activities until reception completion.

— PRICING—

\$3,000-\$5,000 *For more pricing details, contact Shayna to set up a complimentary consultation.

—CONTACT—

Hi lovely,

I'm Shayna, a southern creative from Georgia who loves a good cup of strong coffee, my four-legged fur child named Ranger, music of any kind, and thrifting to find one-of-a kind antiques.

Over the past six years I have designed, planned, and coordinated over thirty weddings and events, and have loved every single minute of it!



I often call myself the “one stop shop designer” because I can help you achieve your dream wedding by providing you with florals and unique décor, as well as coordinating services to help you (and your bridal party) get down the aisle and have the time of your lives at your fabulous reception!

My soul's desire is to create unique designs that will not only meet all your dreams and expectations, but still leave you with plenty of funds in your bank account so that you can enjoy *your happy ever after!*

With each package, there is a complimentary consultation, so feel free to contact me and let me know when would be a good time to grab coffee or a glass of wine and talk all things wedding!