



Kristin Jones Weddings

Coordination Packages

Day-Of Coordination \$1200

- Unlimited email and phone consultation
- Up to 4 planning meetings (in person or via video)
- Master timeline generation
- Venue walk through
- Vendor relations and communications including confirming contracts and coverage time
- Coordination of rehearsal
- Up to 10 hours on the day of including
 - * set up of personal decor
 - * point of contact for all deliveries and vendors
 - * ensuring vendors follow through with contract terms
 - * managing the timeline and events of the day
 - * collaborating with all vendors and on-site personnel
 - * distribute final payments and gratuities
 - * making sure all personal items are accounted for at the end of the night

Partial Planning and Day-Of Coordination \$1500

- Unlimited email and phone consultation
- Up to 6 planning meetings (in person or via video)
- Master timeline generation
- Venue walk through
- Vendor recommendations to build out the remainder of your team, as needed
- Attendance at all vendor meetings including confirming contracts and coverage time
- Ceremony development (order of events, reading suggestions, reference materials)
- Budget analysis and tracking throughout planning process
- Coordination of rehearsal
- Up to 10 hours on the day of including
 - * set up of personal decor
 - * point of contact for all deliveries and vendors
 - * ensuring vendors follow through with contract terms
 - * managing the timeline and events of the day
 - * collaborating with all vendors and on-site personnel
 - * distribute final payments and gratuities
 - * making sure all personal items are accounted for at the end of the night