

## Types of Wedding Coordination

### Day-Of Coordination

Starts at \$500

- \* **Day-of Timeline**
  - \* For Vendors (incl. arrival, set up & clean up times)
  - \* For Wedding Party (ceremony and reception timeline)
- \* **Vendor Finalization**- make sure each vendor is ready to go and have all final details
- \* **Ceremony & Reception Set-up**
  - \* First one to arrive to receive vendors
  - \* Ensure set up is as planned
  - \* Assistance with decor
- \* **Ceremony Rehearsal**
- \* **Time-Keeper** -Assistance with keeping things on track (ex. walking down the aisle, speeches, dinner, etc)
- \* **Clean Up**
  - \* Last one to leave
  - \* Ensure all venue requirements are met to receive deposit back
  - \* Help Vendors finish/clean up
  - \* Packing of all items for bride and groom when ready to leave
  - \* Help with guest exit
- \* **Assistance with Rain Plans**
- \* **Monthly correspondence/ Check-ins and Unlimited Correspondence 30 days before**

(Price will increase for large weddings, extra services, and weddings that pose unusual challenges.)

### Partial Coordination

Starts at \$1000

- \* **All Day-of Services**
- \* **Ceremony & Reception Layout**
  - \* Create a diagram of where everything will be placed (ex. tables, dj, arch, flowers, catering, etc)
- \* **Monthly/Weekly Update Phone Calls or Emails**
- \* **Unlimited Correspondence 60 days before Wedding**
- \* **Some Vendor assistance**

This service is for those who already have their venue and some/all vendors booked and just want a little more assistance than Day-of Services.

Prices will vary depending on how many vendors are yet to be booked, size of wedding, and unusual challenges.

**Please note:** *If just 1-2 vendors have been booked, then you would still need to go with Full Coordination. Minimal effort will be spent on finding vendors under this service.*

### Full Coordination

Starts at \$2500

- \* **All Day-of Services**
  - \* **Vendor/ Venue suggestions and correspondence**
    - \* This keeps all stress away from you
  - \* **Budget Analysis**
    - \* Updates
    - \* Advice on where to save/spend
  - \* **Payment Reminders**
  - \* **Design/Decor Suggestions**
  - \* **Mood Board Creation**
    - \* Layout of your wants that include pics of your vision to ensure we are on the same page
  - \* **Unlimited Correspondence from day of booking via phone or email**
  - \* **Venue walk through**
    - \* Ensures everything is placed the way you would like the day-of
  - \* **Ceremony & Reception Layout**
    - \* Create a diagram of where everything will be placed (ex. tables, dj, arch, flowers, catering, etc)
- This service is for those who want none of the stress of planning and just want to enjoy their perfect day.

(Price will increase for large weddings, extra services, and weddings that pose unusual challenges.)