



Crown & Ash

2023 Wedding Design & Event Management Pricing

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FULL PLANNING

SERVICES PROVIDED

- Unlimited hours of design & event management
- Design consultation including venue site visit and vision board collaboration
- Creation and management of budget
- Research and book vendors whose aesthetic and price point align with your vision
 - Including but not limited to venue, officiant, florals, photography, videography, DJ, band, cake, caterer, bartenders, rentals, calligraphy, printer, transportation, hotel accommodations, child care and photobooth.
- Negotiate and manage transportation and guest hotel room block
- Manage your wedding website and track RSVP's
- Create detailed production plan & day of timeline one month prior to wedding
- Assist with room diagram, seating arrangements and any additional event details
- Manage vendor communication (i.e. headcounts, timelines, etc) per contracted deadlines
- Coordinate and direct Rehearsal
- Serve as Wedding Day point of contact to ensure your expectations are met while allowing you to relax and be present
 - Available entire day to assist in event setup and tear down
 - Oversee vendor deliveries and ensure setup meets your specifications
 - Manage timeline to guarantee seamless execution of wedding and reception
 - On hand to manage any emergency situation that may arise
 - Serve as liaison between wedding party and venue staff
 - Manage tipping and any final payments of vendors
 - Ensure all gifts are secured and delivered to bride and groom
 - Return any rentals after the wedding

INVESTMENT

\$4500

PARTIAL PLANNING

SERVICES PROVIDED

- 35 hours design & event management
- Design consultation including venue site visit and vision board collaboration
- Guidance on staying within your budget
- Vendor recommendations whose aesthetic and price point align with your vision
- Create detailed production plan & day of timeline one month prior to wedding
- Collaborative review of room diagram and vendor contracts to ensure they meet client expectations
- Month of wedding vendor communication (i.e. headcounts, timelines, etc) per contracted deadlines
- Attend Rehearsal and assist as requested
- Serve as Wedding Day point of contact to ensure your expectations are met while allowing you to relax and be present
 - Available entire day to assist in event setup and tear down
 - Oversee vendor deliveries and ensure setup meets your specifications
 - Manage timeline to guarantee seamless execution of wedding and reception
 - On hand to manage any emergency situation that may arise
 - Serve as liaison between wedding party and venue staff
 - Manage tipping and any final payments of vendors
 - Ensure all gifts are secured and delivered to bride and groom

INVESTMENT

\$3000

Any additional services: \$75 hourly rate, billable in 30 minute increments

DAY OF COORDINATION

SERVICES PROVIDED

- 10 hours of event management
- Create detailed production plan & day of timeline one month prior to wedding
- Collaborative review of room diagram and vendor contracts to ensure they meet client expectations
- Week of wedding vendor communication (i.e. headcounts, timelines, final payments, etc) per contracted deadlines
- Serve as Wedding Day point of contact to ensure your expectations are met while allowing you to relax and be present
 - Available 10 hours on day of wedding to assist in event setup and tear down
 - Serve as liaison between wedding party and venue staff
 - Oversee vendor deliveries and ensure setup meets your specifications
 - Manage timeline to guarantee seamless execution of wedding and reception
 - On hand to manage any emergency situation that may arise
 - Ensure all gifts are secured and delivered to bride and groom
 - Return any rentals after the wedding
 - Manage tipping and any final payments of vendors

INVESTMENT

\$1500

Any additional services: \$75 hourly rate, billable in 30 minute increments