

Below are the most popular packages. Please note that we will work within your budget to help you plan the wedding of your dreams. Do not hesitate to contact us to discuss other options. Initial consultation is always complimentary so contact us today to see how we can help you.

### ***The Helper Package – starting at \$1000***

*Also known as “Month Of Coordination” or “Day Of Coordination”. You’ve done all the wedding planning and booked most of the vendors. Maybe you need a referral for a few more vendors. And then you’re ready to sit back and enjoy your party. We will be there to ease your mind and make sure the day goes smoothly!*

Includes:

- Final meeting, preferably at the venue, before the big day to go over the floor plan and how you would like things set up on the wedding day.
- Unlimited email (within reason).
- Referrals to vendors.
- Develop detailed wedding day timeline, typically starting with what time and where the girls are getting hair and makeup done and going all the way through the end of the reception, and get a copy to the vendors so all are on the same page.
- Confirm all vendors a week before wedding day to make sure they know where to be and when.
- Keep a list of all vendor contacts/phone #s in case of emergencies.
- Make sure all vendors have our cell phone #s and direct them to call us on the wedding day, rather the couple or their parents, so that you can relax and enjoy your day.
- Direct rehearsal making sure everyone knows what they are doing and what order they are to walk in.
- Transport items (guest book, programs, vendor payments, etc.) from rehearsal to ceremony to reception.
- Arrive on the wedding day to help set up the ceremony and reception sites and stay all the way through the end of the reception. \*\*\*Additional hours may be added for clean up.\*\*\*
- Provide wedding day emergency kit (includes sewing kit, glue gun, safety pins, toupee tape...yes you read that right...and MUCH more).
- Pin all boutonnières and corsages on selected people.
- Coordinate the bridal party to get them to the ceremony and make sure the ceremony runs smoothly.
- Direct guests to cocktail hour.
- Assemble bridal party for introductions.
- Ensure DJ/band can pronounce bridal party names correctly.
- Keep the reception moving and the DJ/band on track (and make sure they play the songs and dances you want, and not the ones you don't want).
- Act as your point of contact during the day to coordinate with the vendors to make sure the key vendors (usually the photographer, DJ/band, and caterer) are

kept informed of when things will happen during the reception so that everyone is on the same page.

- Help pack up items to be taken home such as gifts, cake topper, extra favors, marriage license, and more so the exhausted parents (or whomever is assigned the duty of taking these things home) does not have to worry about gathering these items.
- Handle other typical items involved in the wedding day.

\*\*Additional hours may be purchased for additional meetings or services for \$85 per hour.

\*\*\*Some venues and locations have a higher price.

### ***The Vera – starting at \$2300***

*Just like Vera Wang's wedding gowns, this moderately priced wedding planning package includes all the bells and whistles.*

Includes:

- Everything from The Helper Package plus...
- Provide up to 10 hours of face to face (Skype included) wedding planning meetings with you or your vendors.
- Unlimited email and phone calls.
- Referrals to vendors as well as any discounts they offer to our clients.
- Review and negotiate all contracts.
- Give etiquette advice.
- Provide itineraries and timelines to keep you on track with wedding planning.
- We will stay in contact with you to make sure you are staying on track with the timelines and getting done what needs to be done when it needs to be done.
- Coordinate payments to all vendors.

### ***The Dior – starting at \$2900***

*Just like the designer – this wedding planning package is top of the line. It includes EVERYTHING! It is the complete package. Designed for the busy couple that needs help planning every aspect of their wedding, from the time you're engaged to the honeymoon. We will be there from start to finish to help your dream come true. All the details are handled so you can sit back and enjoy your engagement period. You will arrive at your wedding looking beautiful and STRESS FREE!*

Includes:

- Everything from The Helper Package plus...
- Provide **unlimited** face to face, phone, Skype, and email meetings.
- Help determine budget, style, color scheme, and type of wedding you desire.
- Arrange and attend appointments with vendors.
- Review and negotiate all contracts.
- Act as your advocate to get the best service and price from vendors.
- Coordinate between families to keep things smooth.
- Give etiquette advice (such as wording on the invitations, etc.).

- Follow up on RSVPs upon request.
- Develop itineraries/time lines.
- Help plan rehearsal dinner.
- Research/arrange activities and accommodations for out of town guests.
- Distribute gift baskets for out of town guests.
- Coordinate payments to all vendors.
- Arrange transportation.
- Clean up and retrieval of personal items after the ceremony.
- Be prepared for everything else involved in planning the wedding!

***Other customizable packages available***

- Need something in between the different packages?
- Just need help reviewing contracts or negotiating with vendors?
- Just want help planning the bridal shower?
- We will work with you to create a planning package that meets your needs.

\*\*\*Please note – holidays (like New Year's Eve and Christmas) may have an additional fee added. And travel fee may apply depending on location of wedding and/or meetings.\*\*\*