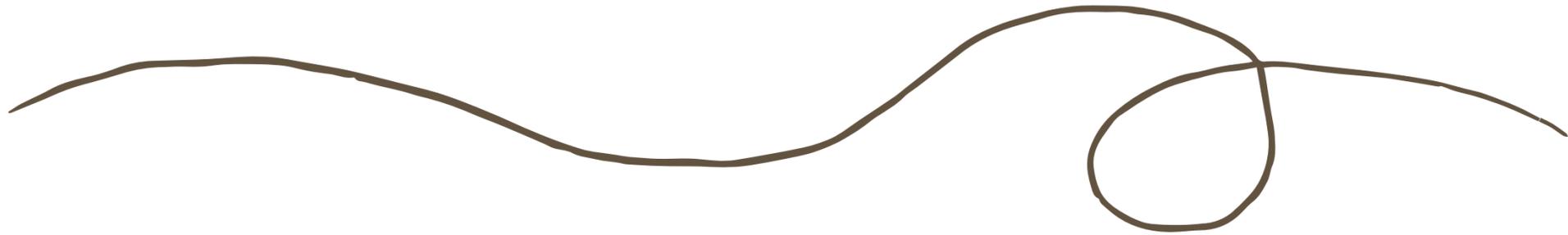


JUJU LEE EVENTS

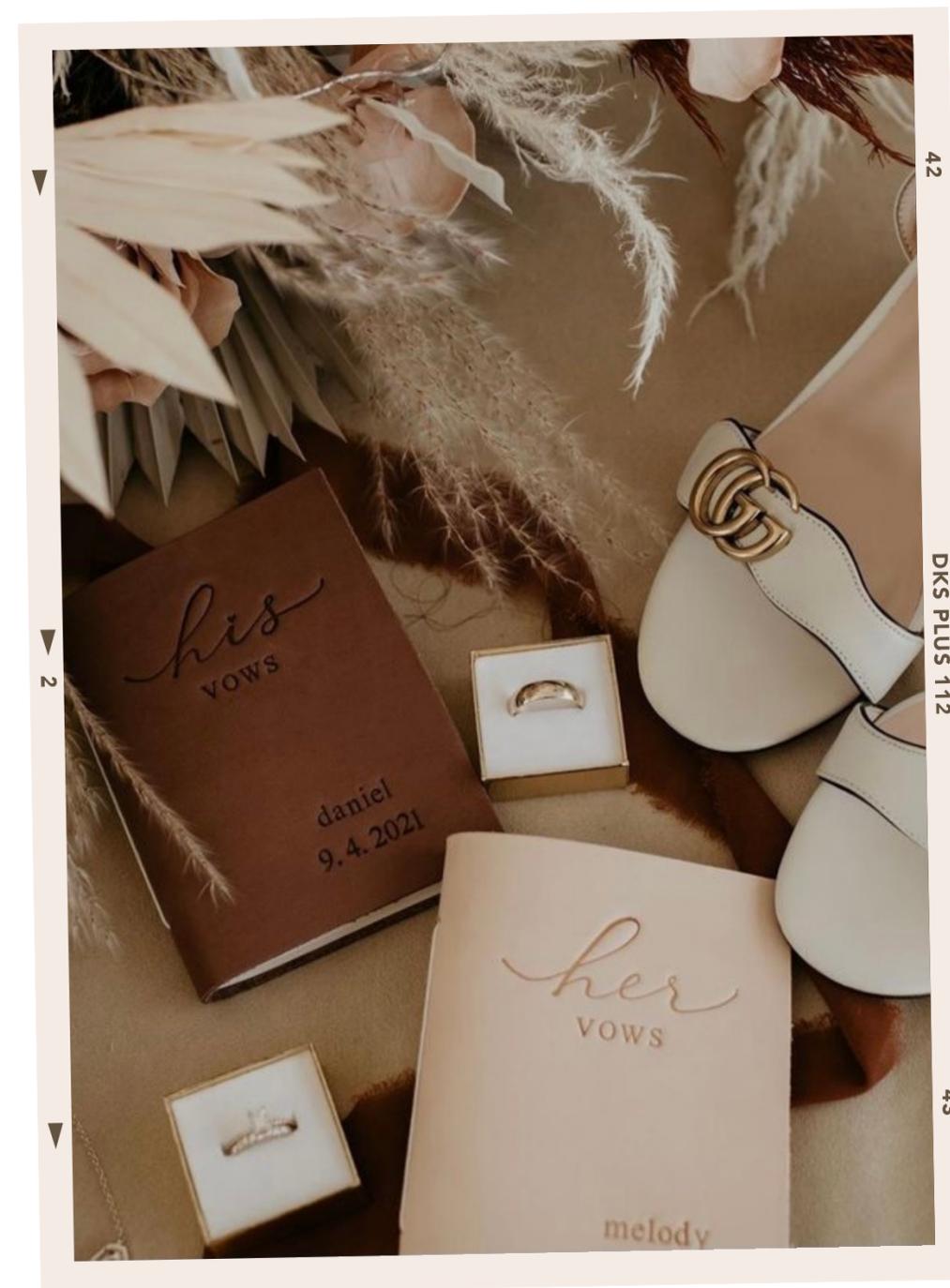
# *Packages*



# Day of Coordinator

**\$1,450**

- Meets with you four to eight weeks before the wedding to get a handle on what you've planned thus far.
- Checks in with your vendors to review the signed contracts and confirms logistics.
- Creates detailed timelines and floor plans.
- Completes a final walk-through of the ceremony and reception sites.
- Address any overlooked details.
- Oversees everything on the wedding day.
- Distributes final payments & gratuities as needed to vendors ~ you won't have time to do this as you will be too busy having the best day of your life!
- Retains the marriage license for the officiant.
- Retrieves wedding gifts/cards ~ we will monitor the flow of the card box and personally hand the cards to you at the end of the night.
- Arranges for ALL your personal items to be packed up and given to a designated family member, room, and/or vehicle.



# Full Planner Package

**\$1,950**



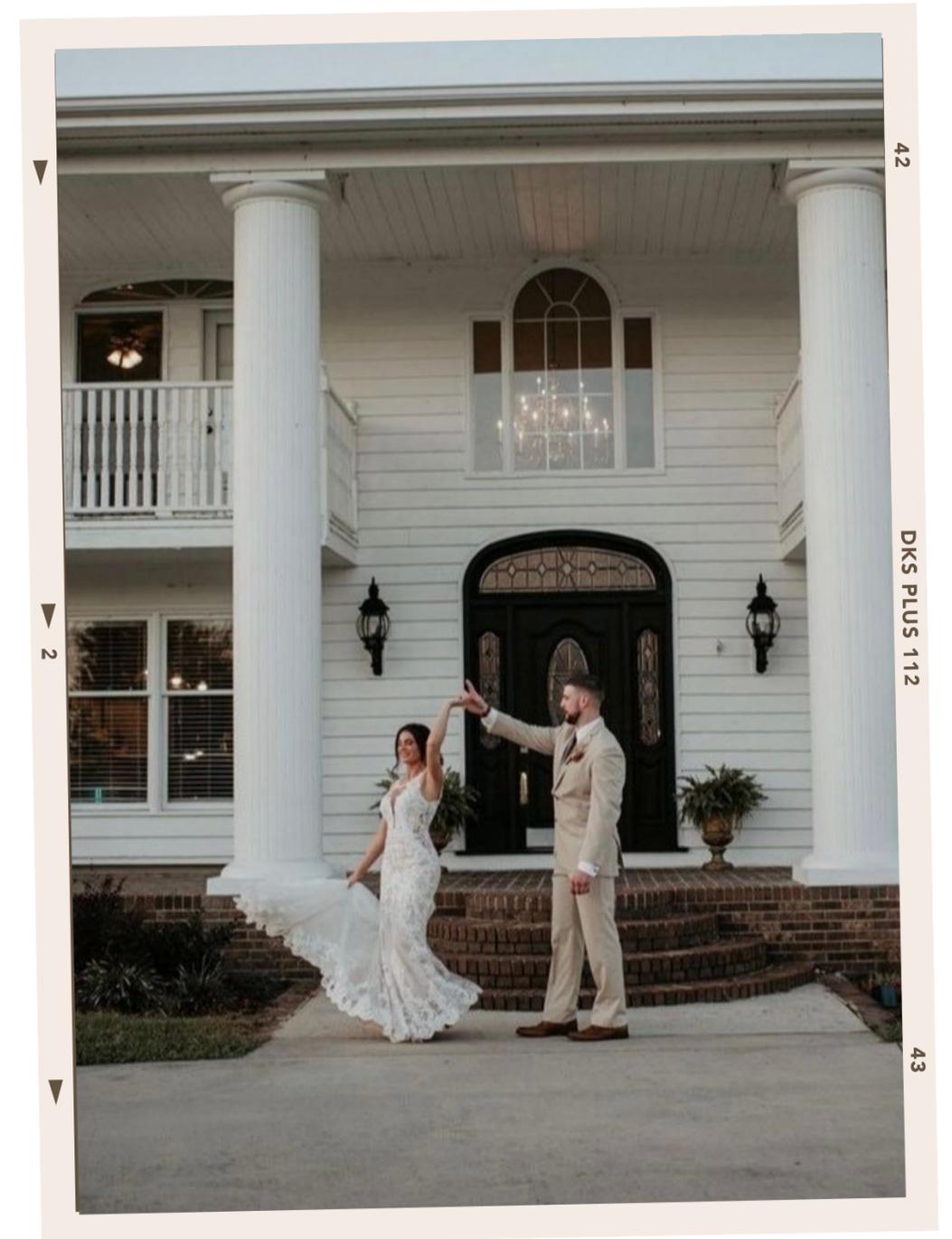
- 2-3 in-person meetings – one of which will be the venue walkthrough. We want to learn your wedding vision inside and out!
- Complete wedding management and day-of execution for up to 12hrs.
- Provides vendor referrals and negotiates contracts; schedules and attends all vendor meetings.
- Reviews all your vendor contracts as needed to understand exactly what will be arriving on the day of.
- Venue walk through to go over details of the wedding day.
- Coordinates hotel room blocks and transportation.
- Manages the rehearsal.
- Unlimited contact via email from the time of contract. Any phone and video chats need to be pre-scheduled ~ We are always here for you!
- Monthly email check-ins to ensure discussed details are going as planned.
- Timeline creation and distribution to vendors. – we keep everyone in check!
- Vendor management – we will coordinate with all contracted wedding vendors listed on your DMS vendor form and confirm their arrival times, get insurance info, meal counts, confirm services booked, and any other important details, at least one week or more prior to the wedding.

Continue →



# Full Planner Continued

- Greets vendors and is the point of contact the day of your wedding so no one is bothering you with questions or concerns!
- Distributes bouquets & pins corsages to the bridal party, attendants & family members.
- Cues Best Man, Maid of Honor, Parents, and honored guests when they are about to give toasts.
- Assists with bridal party and family for photographs ~ things could get crazy and they may need some guidance, we will be there to help if needed.
- Directs ushers and helpers with seating and program distribution.
- Distributes final payments & gratuities as needed to vendors ~ you won't have time to do this as you will be too busy having the best day of your life!
- Retains the marriage license for the officiant.
- Retrieves wedding gifts/cards ~ we will monitor the flow of the card box and personally hand the cards to you at the end of the night.
- Arranges for ALL of your personal items to be packed up and given to a designated family member, room, and/or vehicle.



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# Wedding Designer Package

**\$1,250**



- 2-3 in-person meetings
- Setup and breakdown of all decor elements.
- Full use of any decor we have onsite
- Set-Up any decorations provided by bride, groom and family.
- Assists in building design vision.
- Creates decor board and decor list
- Example receptions table 4-weeks prior to wedding.
- Assists in or fully creates DIY elements.
- Creates bonus areas like, candy bar, lounge area, smores station.

After the first decor planning session we will figure out if any further elements need to be added like shopping, lighting etc.

As your wedding decorator team we will decorate your ceremony, reception, bar, entry way and any other area desired with the decorations you have provided, asked us to buy or what you're using from our onsite inventory.

We will assist in coming up with a vision for your wedding based on the theme and ideas you have given us.

We also source rentals for your wedding such as chocolate fountains, snow cone machine, or flowers. Whatever it will take to make your wedding look perfect.



# All-Inclusive Package

**STARTS AT 17,500**



- **Venue-** Your Venue of Choice
- **Full Planning Package** - Everything listed in the "Full Planner" package listed above
- **Decorator Package** - Everything listed in the "Decorator" package listed above
- **Florals**
- **Caterer** - Two Meats (This can include a carving station), Three Sides (This also includes Cheese & Fruit for Cocktail Hour), Drinks (Tea & Lemonade)
- **DJ** - Set up & Breakdown, Lighting, 6-hour limit
- **Photographer** - Pre Wedding Consultation, 6- Hours of Coverage, Private Online Gallery
- **Bartender** - Setup & Breakdown Bar Area, Ice, Cups, Cocktail Hour, Reception
- **Cake** - Cake or cupcakes

