Extraordinary Weddings by ELE

Extraordinary Life Events

2020 WEDDING PLANNING & COORDINATION PACKAGES

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Extraordinary Life Events
Day-of Wedding Plus

Within days of booking Extraordinary Life Events for your coordination needs, you will have online access to our time-tested planning and organizational tools created to help you stay on track:

- Timeline template
- Budget & guest management tools
- Ceremony & reception floor plan creation software
- Organizational worksheets
- Guidelines for tipping, purchasing and more

This package is completely customized for each couple

services in this package can include, but aren't limited to:

- Training on your personalized ELE online planning platform
- Professional review and advice on your timeline development and distribution of timelines to vendors and VIP wedding party guests
- Pre-wedding venue site visit

Wedding Week/ Day

- Supervision of the wedding rehearsal
- Place personal decor items
- Oversee decor and service providers
- Manage all aspects of the wedding event timeline
- Troubleshooting any last-minute emergencies during your special day
- Distribute vendor payments/gratuities as per your instructions
- Supply our "emergency kit"

STARTING AT $1,600

Call to discuss pricing if your estimated guest count is below 60, above 200

Extraordinary Life Events
Month-of Wedding Coordination

Within days of booking Extraordinary Life Events for your coordination needs, you will have online access to our time-tested planning and organizational tools created to help keep you on track:

- Timeline template
- Budget & guest management tools
- Ceremony & reception floor plan creation software
- Organizational worksheets
- Guidelines for tipping, purchasing and more

This package is completely customized for each couple

services in this package can include, but aren't limited to:

- Master timeline generation (including personalized timelines for each vendor and VIP grouping)
- Create individualized schedules for: transportation, hair & makeup, photo shoot, vendor arrivals & departures, set-up & clean-up, ceremony and reception events
- Accompany you or lead the final vendor team meeting and venue walk-through

Wedding Week/ Day

- Manage performing artists
- Oversee setup and place personal decor items the day of your wedding
- Onsite supervision of the wedding rehearsal prior to your wedding
- Manage all aspects of the wedding day (ceremony, cocktail hour, reception, etc.) across all locations, to ensure your wedding timeline is followed
- Troubleshooting any last-minute emergencies that may arise during the event
- Distribute vendor payments/gratuities as per your instruction
- Supply our "emergency kit" (Sewing kit, lint roller, safety pins, scissors, eye lash glue, etc.)

STARTING AT $2,200

Signature Planning & Production Packages

Customize our services to fit your needs

Starting at $3,300

Extraordinary Weddings by ELE

In this package, you can count on us to take care of everything included in our Wedding Coordination Package,

Plus your selection of the following additional services:

- meet with you to discuss event details + work through tricky logistics
- develop a budget breakdown based on your estimated total budget amount that factors in local market pricing + your personal preferences (also includes cheat sheet of our 10 best tips to make your money go further and practical advice to save you from making any of the most common mistakes
- visit ceremony + reception location to create custom event layouts drawn to scale including inclement weather plans
- prepare hand drawn sketches of design details (ie cake, ceremony area, etc)
- curate a refined inspiration board that reflects your desired wedding aesthetic with approximately 25 images to clearly communicate your vision
- assist with sourcing up to 10 decorative elements by producing a portfolio that includes the item image, price, and rental company or shop contact info
- recommend venues that fit your budget + style, accompany you to up to 3 venue scouting tours, and debrief to provide comparison analysis
- accompany you to up to 2 consultations with prospective vendors in a particular category and debrief to provide comparison analysis
- determine your rental needs, place an order with the company that fits your budget + style, update the order as needed, and produce up to 2 table mock-ups
- consult with you about your stationery and paper good needs, act as a liaison between you and your calligrapher or artist, and produce up to 2 design proofs

Full Service Planning & Production

Starting at $5,999

Extraordinary Weddings by ELE

In this package, you can count on us to take care of every option offered in Signature Planning & Production-

PLUS - all of the following additional services:

- offer unlimited guidance throughout the planning process
- meet with you four times to provide updates and review progress
- manage your wedding budget + track payments
- attend up to 2 consultations with prospective vendors in all categories on your behalf
- review all vendor contracts + negotiate terms when possible
- communicate with vendors throughout planning process + manage details/logistics

A La Carte Service

We're happy to schedule a phone or in person chat about how we can assist you on your wedding planning journey.

We offer:

- Design services for your bridal party wardrobe, welcome area, ceremonies and reception rooms or areas.
- Venue and vendors recommendations
- budget development
- floor plan creation
- rental orders management
- stationery design
- Ceremony & Wedding reception setup and clean up services

Additional Events

CUSTOM PRICING

We'd love to plan or coordinate your rehearsal dinner, farewell brunch, welcome party, bridal shower, or any other festivities and cultural traditions!