



"There are no words -- just a huge debt of gratitude. We are so fortunate...all of us to have met you and to have had you work such miracles!"

A la Carte

Venue Selection: Provide you with a list of possible venues, conforming options to your changing needs; arrange site visits; assist in negotiating contract with final choice, set up all catering and beverage options, assist in choosing menu, linens, rentals, and all other coordination with venue.

....\$700

Vendor Selection: Provide you with three possible options, conforming options to your changing needs; attends meetings/tastings as necessary; assist in negotiating contract with final vendor choice.

....\$250 per vendor

Guest Organization:

- Provide you with *hotel/inn options*, arrange out of town guest accommodations, and negotiate contract with hotel/inn. Track guest accommodations and send out reminders as necessary; also add rooms when getting low or find other possibilities for other guests.\$500
- Provide guests with *out of town welcome information and bags* (supply cost additional) with welcome items consistent with your personal preferences, set up and placed at multiple hotels/inns upon arrival. Provide out of town guests with information on things to do in the area and itinerary of the wedding weekend.\$500
- *Transportation Coordination*; providing all included in vendor selection, above, and also working with hotels on pickup and dropoff times/locations as well as communicating this to guests.\$250

"Steph, Words can't express how grateful we are that our wedding was in your hands. You were amazing in every way and it was our absolute pleasure to have worked with you."

Wedding Agenda: Contact and work through timeline with all vendors. Create and establish complete timeline of events day of, make sure all vendors know when to arrive and where to go, and act as liaison between you and your vendors the last month. Create a timeline for all wedding party/essential family for you to pass out at rehearsal. *This is all included in day-of package as well.*

....\$400

Pre-Wedding:

- *Registry Assistance*: Provide recommendations on locations and items\$100
- *Budgeting Assistance*: Provide you with a working budget, including all necessary items, ideas on things to cut out if looking to save, and ways to stretch your dollar.\$150
- *Stationary/Invitation creation* (supply cost additional): Find and work with vendors to create invitations and stationary within your budget\$150
- *Website Creation*: Creation of webpage on a wedding website with information for guests, pictures, bios, etc. If you like the idea but don't have the time to do it yourself!\$150

Other Items:

- Theme/color design ideas, table favor creations, design elements and bringing it all together cohesively.\$600
- Planning of smaller events related to the wedding, dependent upon several factors including size, number of details\$1,000-3,000
- Hourly consulting\$80 per hour

We can adapt to your needs and do almost any a la carte item. If there's something you'd like that isn't listed here, just ask! Any item above can be added to a package to create your custom package.

www.splasheventplanning.com

sales@splasheventplanning.com

tel 303.903.5036 . 6359 Killoe Road, Baldwinsville NY 13027 . fax 315.303.5674