



The Day-Of Coordination package

starting at \$1700

Size, complexity & location determine pricing- contact me for a quick quote!

This package allows those of you who have always dreamed of planning your own wedding, but want to step out of that role just prior to your big day? You want to relax and enjoy the final weeks before and the day of your wedding while all your plans are managed safely in our hands.

What is included:

Before the Wedding:

- A meet and greet on the phone or online to discuss your ideas-the perfect opportunity for you to see if our services meet what you are looking for.
- A walk-through at your venue
- A details meeting 2 months (or more) out to gather your questionnaire information, create schematic and develop the final timeline.
- Contact all your vendors prior to the wedding date to confirm arrival times and details and timeline
- Email your timeline and schematics to your vendors
- 1 hour rehearsal management with couple, wedding party, and officiant
- ½ hour on rehearsal day to receive all personal items for the wedding day with your personal décor instructions sheet. (Please note, all items must come assembled and ready to be placed out, or a small assembly fee of \$75 will incur)
- Consulting available as an "add-on" service if desired!

During the Wedding:

- 10 hours dedicated on your wedding day, including an assistant for larger or complex weddings.
- We will be the day of your wedding contact person for all vendors, welcoming them, assisting setup and answering any questions so you don't have to.
- Put in place all personal items for your ceremony and reception including but not limited to; guest book, programs, escort cards, ceremony items, signs, candles, games, etc.
- Timeline and flow manager: We will coordinate with the DJ on all timeline items to make sure we are keeping on track, yet be flexible enough to accommodate any changes you would like to make.
- We will assist your wedding party and guests with any questions or needs that arise.
- We will make sure everyone gets down the aisle in a timely fashion with everything they need and then back from the altar in proper fashion.
- We will hand out all the final payments and tips to your vendors so you can drive away into the sunset with your betrothed and not worry about those last-minute details.
- Lastly, we will clean up after you, collecting all your personal items, making sure they get to where you want them to go.

You will be responsible for the following actions:

- Securing all of your vendors no later than 2 months prior to your wedding day.



- Finalizing all details with your vendors with the exception of timeline, ie: contracts, hours contracted for, payments to vendors, song choices, photographers list, floral arrangements, caterer's requests of guest count, food and beverage choices, rentals, etc.
- Providing coordinator with a complete personal décor instruction sheet (provided) and all personal décor on the rehearsal day. Will be discussed prior, but the instruction sheet is due the day before the wedding along with all items.
- Maintaining contact with your wedding party (forwarding timeline, sharing rehearsal information |time, attire, time and address for rehearsal dinner|)

The Wedding Consultant |\$500|

Do you want someone with over 10 years of wedding experience to be able to consult with throughout the entire planning process? When combined with the Day-Of package, this gives you unlimited calls and emails with an expert throughout your planning process and is a perfect add-on to the Day-Of Coordinator package!

Intimate Wilderness Elopements | starting at \$500|

Looking for something off the beaten path and completely different? How about a Wilderness Backpacking excursion for a remote, beautiful & personal Elopement!

Day-Trip for an easy yet breathtaking intimate marriage ceremony- you can wear your fancy attire on the short hike up.

Overnight trips allow you to go further while carrying your fancy stuff to change into the next morning.

A secluded Redwood Forest canyon? Majestic views overlooking the Pacific Ocean? Perched high above Yosemite Valley?

Let's chat about the possibilities!