

Wedding Planning + Design Services



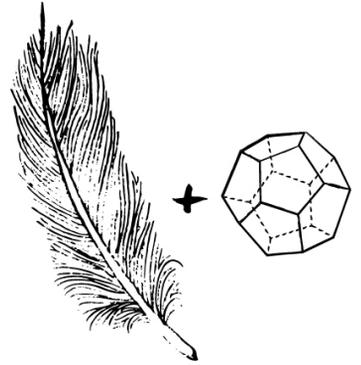
Feather + Rock Events

Planning, Styling + Production

Customizable Pre-Wedding Planning + Design Services

Planning Services

- Create + manage wedding budget allocations
- Vendor recs, negotiations + communications
- Venue recs, visits + communications
- Guest list management
- RSVP tracking + management
- Guest list + floor plan integration
- Save the date assembly + distribution schedule
- Invitation assembly + distribution schedule
- Program & Paper goods production
- Wedding website assistance + maintenance
- Client Updates, Meetings + Communications Via Online Portal
- Book Meetings, Tastings & TCONS Around Clients Schedules
- Create + Manage MASTER Schedule & Vendor Contact Lists



Design Services

- Schedule intro + detailed design brainstorming sessions
- Create + assign design homework
- Help client create + manage customized Pinterest board
- Design custom mood board
- Consult on design of program + paper goods
- Intro clients to hand-picked vendor network
- Design custom BLUEPRINT w/est. Budget
- Advise clients on decor, rentals & props
- Research, negotiate & source unique props
- Design + manage floral design elements
- Design + stage ceremony layout
- Work w/ planner to incorporate budget + deliveries schedule

Customizable Wedding Day Coordination + Production Services



Coordination Services

- Coordinate guest Transportation Schedule
- Create & share customized checklist w/ upcoming tasks prior to wedding day
- Share wedding schedule w/ key vendors & venue staff
- Coordinate vendor + supplier delivery, set-up & tear down schedules
- Create + Share detailed wedding day schedule for full wedding party & VIPS
- Lead rehearsal w/ clients, bridal party & VIPS
- Lead venue walkthrough w/staff to ensure seamless set-up, transitions + flow
- Act as main contact for clients, bridal party + guests
- Assist photographer with first-look & family photo set-up
- Direct guests to ceremony + help locate reception tables
- On-site vendor & venue supervision/communication thru out the wedding
- Manage & adjust wedding day-of-timeline as needed thru out the day
- Distribute wedding favors to departing guests
- Pack gifts/cards into secure location for clients
- Disperse vendor gratuities

Production Services

- Source all items supporting overall décor
- Ensure design vision stays within agreed upon budget
- Create "décor details" Shot list for photographer with props
- Check-in all vendor + supplier deliveries
- Give Vendors direction for set-up & tear down
- Lead on-site production + décor staff
- Manage décor set-up + all design details
- Assist floral designer with set-up & ensure it meets clients standards
- Stage ceremony, cocktail + reception spaces
- Transition décor & maintain event spaces
- Work w/ photographer to ensure detail shots are taken prior to wedding
- Handle decor breakdown + return of rentals
- Assist planner w/ guest flow + transitions thru out the wedding



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RATE CARD

Services in Package Could include the following	Month-Of Coordination + Styling	Partial Planning + Design	Full-Service Wedding Planning + Design
Creating & managing personalized wedding budget & vendor payment schedule			
Reviewing + negotiating contracts & booking credible vendor teams			
Mapping out guest lists, ordering invitations, creating wedding website and finalizing seating arrangements			
Building cohesive wedding day design plan, including mood board & style blueprint with hand-picked vendor selections + price-point estimates			
Producing, coordinating & sharing master day-of wedding schedule with key stakeholders			
Pull together final wedding-day timeline details + confirm vendor deliveries			
Lead the rehearsal + help organize your bridal party & VIP's			
Manage decor set-up & ensure all details are styled to perfection			
Execute a stress-free & flawless wedding day			
Services Can Range From:	*\$3,000 - \$4,750	\$4,750 - \$7,500*	\$8,850+

**Each Proposal is Customized to Fit Specific Client Needs & Month-Of and Partial Planning/Design
MAY NOT be available during peak seasons*