

Month of Coordination

Package Includes:

- One-hour phone meeting to discuss all wedding details
- Wedding Planning Checklist & Preferred Vendors List
- Custom Day of Wedding Timeline
- Attendance to final venue walkthrough to confirm layout
- Contacting and confirming all vendors one week prior to wedding with a reminder email the day before
- Coordination of one-hour rehearsal day prior to wedding
- 12 hours of onsite day of coordination to ensure all vendors arrive and set up at the venue according to the timeline and stay until all guests and vendors have packed up and exited the venue
- Set up of all personal items
 - *Limited to welcome/gift table, guest book, programs, seating chart/table numbers, and favors
- Coordination of ceremony and order of events for the day
- Cake cutting
- Emergency kit provided
- Extra day of assistant for weddings over 100 guests

SIMPLY SOUTHERN WEDDINGS

SIMPLYSOUTHERNWEDDINGS.COM

INFO@SIMPLYSOUTHERNWEDDINGS.COM

JESSI: 770-519-6566