

# Full Service Planning

## Package Includes:

- **All services from Partial Planning Package, plus:**
- Budget Planning
- Research and selection of 6 venue options with attendance to 3 in person venue tours
- Vendor research and selection of up to 4 recommendations per vendor category with attendance to 2 in person meetings per vendor category
- Design and décor planning and assistance
- Final venue walk through to discuss and finalize layout and design
- **Planning** and Coordination of rehearsal day prior to wedding
- Hotel block for out of town guests

# Partial Planning

## Package Includes:

- **All services from Month of Coordination Package, plus:**
- One-hour initial planning in person or phone call meeting to discuss the current stage of planning
- Vendor research and selection of up to 3 recommendations per vendor category
- Unlimited follow-up phone call meetings
- Ceremony and Reception Layout Planning
- Monthly email reminders of what planning items need to be completed
- Month of coordination for the last-minute details such as favors, table numbers, etc. Deadline reminders will be sent via email.

# 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