



From "Yes" to "I do" ... and all of life's memorable events thereafter....Let's handle it!

Wedding Planning Service Packages

❖ COUTURE PACKAGE (GRAND SERVICE)

Designed for the couple that is simply too busy to handle the hours and hours of planning that weddings require. Completely custom tailored to their liking and desires. We take charge of your budget and make all the decisions, hire all the vendors, negotiate all your contracts, create your wedding décor, handle etiquette issues, favors, welcome baskets, hotel rooms, transportation, rehearsal dinner, invitations, save the day cards. In addition, we include post wedding day services that include the return of rental items, return of Tuxedo rentals, florist supplies, cake stands and cake pieces, deliver wedding dress to cleaners for cleaning and preservation. Couple can be as involved or un-involved as they wish. Receive weekly e-mail updates and phone calls to keep up informed of our progress. We include unlimited meetings, e-mails and phone calls. Sit back, relax and allow us to do all the work exactly as if you had done it yourself.

PAUCHÉ PACKAGE (FULL SERVICE)

Designed for the couple that would prefer to have a professional involved in all aspects of the planning. From vendors, to invitations, from flowers to favors, we'll be by your side every step of the way.

The package includes:

- Unlimited emails & phone calls
- Progress meetings, as needed
- Planning Checklist
- Budget development & management
- Etiquette advice
- Color, design, & decor assistance – Creation of Design Boards to showcase color & theme ideas
- Venue recommendations & selection
- Vendor recommendations & selection
- Schedule & attend vendor meetings
- Review venue & vendor contracts
- Arrange hotel room blocks for guests
- Reminders of due dates for vendor commitments & payments
- Final planning/detailing meeting one month prior to the wedding
- Attend final walkthrough at the ceremony & reception sites
- Wedding day itineraries for vendors & bridal party
- Confirmation & coordination of all vendors, services, equipment, etc.
- Rehearsal coordination
- Up to 10 hours of wedding day coordination – See Wedding Day coordination details

HAUTE PACKAGE (PARTIAL SERVICE)

Designed for the couple that wants to plan the wedding, but would like a little help and advice along the way.

The package includes:

- Unlimited phone calls and emails
- Monthly planning checklist
- Monthly phone/e-mail check-ins to keep the planning on track
- Four 1.5-hour meetings to be used as you like
- Budget development
- Etiquette advice
- Venue & vendor recommendations
- Attend final walkthrough at the ceremony & reception sites
- Wedding day itineraries for vendors & bridal party
- Confirmation & coordination of all vendors, services, equipment, etc.
- Rehearsal coordination
- Up to 10 hours of wedding day coordination – See Wedding Day coordination details

PRÊT-À-PORTER PACKAGE (DAY-OF-THE-WEDDING)

Designed for the couple that wants to plan the entire wedding themselves, but wants to have some help to ensure that the wedding day goes smoothly.

The package includes:

One **month to wedding date** -

- Additional vendor recommendations, if necessary
- Unlimited access to the planner via phone & email
- Etiquette advice & suggestions
- Final planning/detailing meeting one month prior to the wedding
- Attend final walkthrough at the ceremony & reception sites
- Creation of wedding day itineraries for vendors & bridal party
- Confirmation & coordination of all vendors, services, equipment, etc.
- Coordination of ceremony rehearsal
- Up to 10 hours of wedding day coordination – See Wedding Day coordination details

Our Wedding Day Coordination details - Includes but not limited to:

- Confirming delivery & setup of all vendors, supplies, decorations, & equipment
- Set up of all personal items (favors, place-cards, programs, etc.)
- Distribution of bridal party flowers
- Coordination of ceremony (line up bridal party & cue processional)
- Transportation of small ceremony decorations to reception space, if necessary
- Coordination of vendors throughout reception to ensure that all events take place & that the event remains on schedule
- Cue the start of all of the reception activities including introductions, first dance, dinner, toasts, & cake cutting, along with Master of Ceremony and DJ.
- Troubleshooting any issues or concerns that may arise throughout the day
- Distribution of gratuities to vendors on behalf of the bride & groom
- Gather up gifts & personal items at end of the reception
- Wedding day Emergency Kit