



Coordination and Planning Packages

WE UNDERSTAND THAT PLANNING A WEDDING CAN BE JOYFUL BUT STRESSFUL. SO WE PUT TOGETHER A FEW PACKAGES THAT WILL MAKE YOUR PLANNING A LITTLE BIT EASIER. SPECIAL DISCOUNTS MAY APPLY WHEN ORDERING A COORDINATION PACKAGE, INVITATIONS AND WEDDING ESSENTIALS.

\$1,200 Sterling Package – Wedding Month Coordination

- * Complimentary initial consultation
- * Up to 2 meetings with bride and groom (1 hour each) and unlimited email and phone communication
- * Vendor referrals
- * Run through of your ideal wedding day and procedures
- * Rehearsal Coordination (Up to 2 hours.)
- * Vendor and venue confirmation (1 or 2 days before wedding)
- * Ceremony and Reception coverage and management
- * Overseeing of décor – Place cards / Favors / Table arrangements
- * Custom timeline to fit your wedding day needs – copy for essential vendors
- * 7 hour coverage during wedding day

\$2,300 Platinum Package – Partial Wedding Planning and Day Coordination

- * Complimentary initial consultation
- * Up to 4 meetings with bride and groom and unlimited email and phone communication
- * Run through of your wedding day dream
- * Product showcase of invitations, favors, ceremony items, and other essentials
- * Digital wedding inspiration and idea board
- * Budget set up and follow-up
- * Vendor and venue referrals and set up of appointments
- * 1 venue visit and run through
- * Rehearsal Coordination (Up to 2 hours)
- * Vendor/venue confirmation and follow up
- * Custom timeline to fit your wedding day needs – copy for essential vendors

Wedding Day

- * Vendor communication – DJ / Limo / Photographers (All day)
- * Ceremony and Reception coverage and management
- * Overseeing of décor – Place cards / Favors / Table arrangements
- * Gathering of items at the end of wedding
- * 10 hour coverage during wedding day

\$ _____ Opulence Custom Package

* Include all of the above in our platinum package, plus full planning and special requests. Please contact us for details and the creation of your custom package.

- All packages are based on a 150 people guest list. For larger parties a fee of \$150 will be added to cover an assistant for 5 hour coverage during wedding day.
- 50% deposit is required when signing contract and remainder is due depending on package chosen.
- For extra hours outside of contract / package a fee of \$35/hr. will be charged.