



THE WATTEAU

WEDDING DAY MANAGEMENT

\$750

The few weeks to a month before your wedding are the most stressful time of all, especially if you are trying to figure out who will take care of all the logistics on the day of. You might have thought you or a family member could, but are now thinking it would be better to hire someone so you and your family can enjoy every part of your day.

If you have all your plans in place but need someone there on the day of to oversee all your vendors, yourself, the timeline, and the wedding party, our team is designed to help you. We will set up a meeting to discuss your plans, your bridal party, and a list of all your vendors. We will confirm with your vendors and make they are ready for your big day. On day of wedding, we will make sure all your vendors show up on time and we will guide them where to go.

This package starts 30 - 60 days prior to your wedding day. It includes a detailed timeline that anticipates issues and accounts for all of the details during your big day, as well as a team of event consultants to keep everything on track while you are enjoying your wedding day.

PRE-WEDDING

- ❖ Two pre-wedding consultations
- ❖ Supplying any needed vendor recommendations
- ❖ Constructing a detailed wedding day timeline
- ❖ Confirming all details with the appropriate vendors prior to the wedding
- ❖ Facilitating the ceremony rehearsal

WEDDING DAY

- ❖ Directing the ceremony processional
- ❖ Coordinating and assisting with the setup of the ceremony and reception
- ❖ Setup of wedding accessories such as guest book, place cards, favors, etc.
- ❖ Acting as the point of contact for all vendors
- ❖ Assisting the wedding party and guests as needed
- ❖ Distributing final payment and gratuity to vendors
- ❖ Providing an emergency kit
- ❖ Dealing with any unforeseen hiccups
- ❖ Up to ten hours on-site with your coordination team allowing you to enjoy every moment of your wedding day without any worry of background details