



# INVESTMENT GUIDE

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# HELLO & WELCOME!

*First and foremost, congratulations on your engagement. We hope you've taken the time to soak up this incredibly exciting season in life, and we are thrilled you're considering us to be part of making your wedding day unforgettable.*

*In this investment guide, you will find pricing for our four services, and a breakdown of what each service includes. Should you feel ready to start the planning process with In Reverie, please visit our "Get in Touch" page to fill out your inquiry form and schedule a connect call!*

*We can't wait to meet you,*

*Kylen & Cynthia*

# *how our process* STANDS OUT

## *Stuffy limits don't exist.*

Organically developed connections can't be fostered when restricted. It's imperative that you feel supported through this journey, and that may not be between the hours of 9-5 PM. There is never a limit to the amount of times we can meet, the frequency of communication, the number of vendor consults we attend, and the hours we spend present on wedding day.



## *We discover the possibilities, you make the decisions.*

We see ourselves as collaborators and guides who will always have your best interests in mind as individuals and clients. Because of this, we will always provide honest suggestions and feedback. While our main goal is to give you the tools to empower you to make confident decisions regarding your day and assist in the process, the last say will always be yours.

## *The process is tailored to you.*

We recognize that all our couples differ when it comes to how they like to communicate, if they're visualizers or see clearly through numbers, if they have more flexibility to meet face-to-face or would rather fill out a questionnaire. There's no debating that the process is simply better when it fits, and we strive to learn your preferences up front in order to shape your journey.



## *We're not just planners, we're problem solvers.*

Our approach focuses on proactivity, not reactivity. Through the duration of the planning, and most importantly on the day-of, we look for the intricacies that are commonly forgotten, but essential to the flow of your day. While there are always last-minute and unforeseeable hiccups, we work diligently and quickly to correct concerns before they ever become an issue.

OI.

# FULL-SERVICE PLANNING & DESIGN

*begins 12 months prior to wedding day*

*starting at \$4,500*

## BEFORE YOUR BIG DAY

### *the planning*

- You will gain immediate access to our planning resources, including a thorough checklist with suggested completion timeframes to ensure no stone is left unturned, and a budget prioritization worksheet to eliminate the stress of consistent expense tracking as vendors are secured. After kicking off the planning, we will flow straight into guiding you through your budget allocation.
- We will grant exclusive client access to our online wedding management tool that houses all contracts, your guest list, design boards, vendor contact information, ceremony and reception layouts, and more!
- By using your budget, personalities, and defined design direction as a guide, we will research, curate and present you with venue and vendor team recommendations.
- Our team will manage all day-to-day vendor communication, facilitating all consultation scheduling on your behalf and assisting you with booking your vendor team.
- Discrepancies can be hard to catch if you're not sure what to look out for. We will proactively review the accuracy of all vendor-related documents to predetermine any potential conflicts.
- Leave the who, what, when, where's to us! We will craft the master timeline that will be referenced by all vendors for wedding day setup, breakdown, execution and flow.
- Throughout the process we will provide weekly or monthly check-ins and action items sent via the communication method of your choice to help guide our conversations and keep you on track with outstanding tasks.
- You will have two planners present to direct your ceremony rehearsal either the night before your wedding or morning-of, as needed.
- We will facilitate two venue walkthroughs - one upon service start and one before your wedding day to finalize day-of setup and design details.

## BEFORE YOUR BIG DAY

### *the design*

- We acquire a thorough understanding of your design style and vision when you complete our comprehensive design questionnaire. We then discuss and collaborate on your responses to establish the design direction.
- After defining the design direction, we create personalized design boards to have on-hand during your vendor consultations. These both refine and outline the goal aesthetic and color palette, ensuring cohesion and promoting creativity in each aspect of the wedding day design!
- We make ourselves available to attend as many digital/in-person vendor consultations as you'd like us to, our schedule permitting. This way, we're able to prepare the necessary questions and relevant resources such as your design boards and budget prioritization sheet.
- As we begin to build upon your wedding-day priorities, we begin curating your custom ceremony and reception layouts where we focus on the atmosphere you want to create for your guests and how you'd like the night to flow.

## ON YOUR BIG DAY

### *the execution*

- You will have unlimited service time on-site wedding day, with two planners present to conduct setup and breakdown, while overseeing all timeline activities to ensure a seamless flow. We act as the point of contact for your vendor team, your bridal party, and your guests.
- During setup, we will place and style favors, signage, guest book, and other decor pieces, as requested.
- Your wedding party will have access to a wedding emergency kit that contains everything needed in a pinch.
- We will direct your bridal party during the ceremony procession and the reception grand entrance, as well as your guests for the formal send-off at the end of the night.
- The vendor gratuity envelopes will be properly managed and distributed to all vendors following the completion of their services and prior to their departure.
- The bridal and groomsmen suites will be tidied, and we will ensure your personal items are either loaded into your getaway vehicle or packed up and given to a designated family member for safekeeping.

O2.

# PARTIAL PLANNING

*begins 6 months prior to wedding day*

*starting at \$3,000*

## BEFORE YOUR BIG DAY

### *the planning*

- You will gain immediate access to our planning resources, including a thorough checklist with suggested completion timeframes to ensure no stone is left unturned, and a budget prioritization worksheet to eliminate the stress of consistent expense tracking as vendors are secured.
- After signing with us, your first meeting will be a dedicated planning consult dedicated to discovering your current planning progress and identifying your remaining wedding needs.
- We will grant exclusive client access to our online wedding management tool that houses all contracts, your guest list, design boards, vendor contact information, ceremony and reception layouts, and more!
- By using your budget, personalities, and defined design direction as a guide, we will research, curate and present you with recommendations for any vendors remaining that need to be secured.
- All day-to-day vendor communication can be passed over to our team. From the time of signing, we will reach out to each secured vendor individually to introduce ourselves, discuss the details of what services have been contracted, and begin coordinating wedding day logistics.
- Discrepancies can be hard to catch if you're not sure what to look out for. We will proactively review the accuracy of all vendor-related documents to predetermine any potential conflicts.
- Leave the who, what, when, where's to us! We will craft the master timeline that will be referenced by all vendors for wedding day setup, breakdown, execution and flow.
- Throughout the process we will provide weekly or monthly check-ins and action items sent via the communication method of your choice to help guide our conversations and keep you on track with outstanding tasks.
- You will have two planners present to direct your ceremony rehearsal either the night before your wedding or morning-of, as needed.
- We will facilitate one venue walkthroughs before your wedding day to finalize day-of setup and design details.

## BEFORE YOUR BIG DAY

### *the design*

- We will scope your remaining needs and sync on the progress you've already made in planning to guide whether we curate or your review your design direction.
  1. **Design Curation:** We acquire an extensive understanding of your vision by discussing your responses to our comprehensive design questionnaire, and then collaborate on establishing the design direction. Personalized design boards will also be crafted for usage at any remaining vendor consultations.
  2. **Design Review:** All booked service contracts are meticulously reviewed before we individually meet with each vendor to ensure cohesion across all design elements. From here we're able to provide recommendations on how to elevate the design further or make adjustments, if necessary.
- We make ourselves available to attend as many remaining digital/in-person vendor consultations as you'd like us to, our schedule permitting. This way, we're able to prepare the necessary questions and relevant resources such as your design boards and budget prioritization sheet.
- As we begin to build upon your wedding-day priorities, we will craft your custom ceremony and reception layouts where we focus on the atmosphere you want to create for your guests and how you'd like the night to flow.

## ON YOUR BIG DAY

### *the execution*

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- The bridal and groomsmen suites will be tidied, and we will ensure your personal items are either loaded into your getaway vehicle or packed up and given to a designated family member for safekeeping.

03.

# WEDDING MANAGEMENT

*begins 2 months prior to wedding day*

*starting at \$1,500*

## BEFORE YOUR BIG DAY

### *the planning*

- By using your remaining budget, personalities, and established design direction as a guide, we will research, curate and present you with any remaining vendor team recommendations.
- From the time of signing, we will immediately reach out to each secured vendor individually to introduce ourselves, discuss the details of what services have been contracted, and begin coordinating wedding day logistics.
- Discrepancies can be hard to catch if you're not sure what to look out for. We will proactively review the accuracy of all vendor-related documents to predetermine any potential conflicts regarding logistics missing wedding day necessities.
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- Throughout the process we will provide weekly check-ins and action items sent via the communication method of your choice to help guide our conversations and keep you on track with outstanding tasks.
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## ON YOUR BIG DAY

### *the execution*

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04.

# INTIMATE WEDDINGS

*begins 10 months prior to wedding day*

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*starting at \$2,850*

Please Note: All intimate wedding service offerings will mirror our full-service planning & design offerings entirely, but on a slightly more condensed timeline and scale depending on your individual needs and chosen location.

Unique offerings for our intimate wedding service include:

- An initial consult that will focus on identifying your bespoke wedding day needs as they relate to location, guest count, wedding elements, flow of the day, and applicable vendor team.
- Though not all venues and wedding locations are a fit for intimate or micro-weddings, we will scout both vetted and non-traditional venues that can serve as a stunning backdrop for your day.

*all services*  
**INCLUDE**

*at no additional charge*

- Unlimited communication and scheduled meetings, either digital or in-person, as needed with your planning team beginning from the time of signing.
- Complete vendor management throughout the entire process, including oversight of weekly communication and vendor team collaboration on the day-of logistics.
- Upon signing, you will receive an extensive wedding planning checklist with suggested completion timeframes to utilize as you check off items and tasks.
- Vendor payment tracking, with reminders sent each month to keep you on top of your overall budget and expenses.
- Check-ins and action items sent via the communication method of your choice to help guide conversations and keep you on track.
- Attendance of at least one planner at all vendor consultations, either digital or in-person.
- Two planners present to provide unlimited wedding day service and full oversight of all timeline activities, acting as the point of contact for your vendors and guests.

*payment*  
BREAKDOWN

*full-service  
planning & design*

3 PAYMENTS OF

**\$1500**

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FIRST PAYMENT

*due at the time of signing*

SECOND PAYMENT

*due six months prior to wedding day*

THIRD PAYMENT

*due 30 days prior to wedding day*

*partial  
planning*

3 PAYMENTS OF

**\$1000**

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FIRST PAYMENT

*due at the time of signing*

SECOND PAYMENT

*due three months prior to wedding day*

THIRD PAYMENT

*due 30 days prior to wedding day*

*wedding  
management*

2 PAYMENTS OF

**\$750**

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FIRST PAYMENT

*due at the time of signing*

SECOND PAYMENT

*due 30 days prior to wedding day*

*intimate  
weddings*

3 PAYMENTS OF

**\$950**

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FIRST PAYMENT

*due at the time of signing*

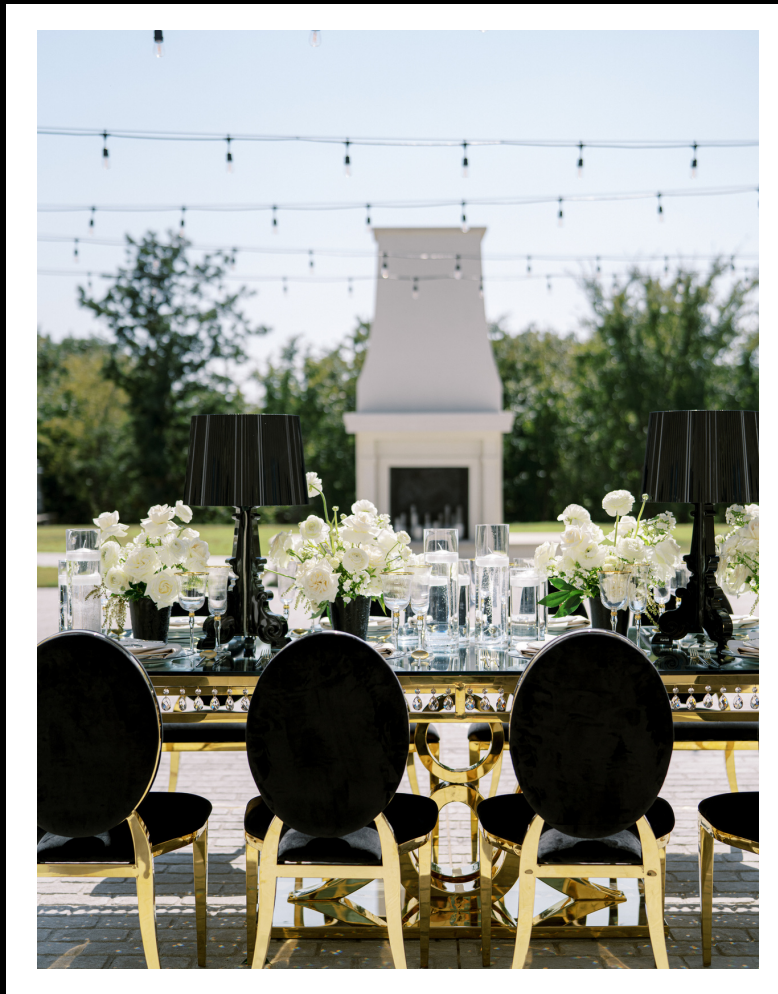
SECOND PAYMENT

*due six months prior to wedding day*

THIRD PAYMENT

*due 30 days prior to wedding day*





## READY TO INQUIRE?

*Once you fill out our contact form designating the type of service you're interested in, we will reach out to schedule a chat. During this conversation, you will learn more about our event planning services and will be able to ask us any questions you might have. After collectively determining which service offering might be the best fit for your needs, we'll create a proposal to be sent your way!*

INQUIRE WITH US