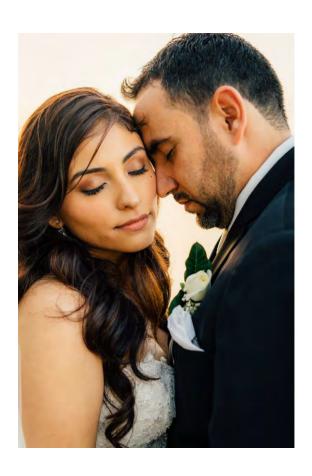


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# **Coordination Price List**





# Full-Service Wedding Planning \$8000

For the couple who want a fulltime professional overseeing every aspect of their wedding day.

### **Pre-Wedding Consultations**

Unlimited consultations with out wedding team

#### **Budget Management**

- Venue selection, if one has not been selected
- Vendor Selection and Management (Manage vendor selections and bookings

### **Communication management**

Vendor communication and management

#### **Stationary Assistance**

 Assistance with the design and ordering of Save the dates, invitations, Menu cards, Place cards, Programs etc.

## Design and Rental Assistance Vendor Meetings

 Will attend all meetings with vendors and service providers which take place during our office hours

## **Day of Timeline Management**

 Will create and maintain a timeline for your day of Wedding

#### **Rehearsal Coordination**

• We will lead your rehearsal – 60 minutes

#### Day of coordination

Will provide 1 coordinator and 1 assistant to guide you and manage all activities – up to 10 hours on site

#### **Additional Services**

Distribution of flowers, distributing vendor gratuity, Bridal gown bustle assistance, coordinate Bride and Groom send off, gifts and cards in Bride and Groom's vehicle

\*Quotes are estimates, quotes may be higher depending on scope of work



# Partial Service Wedding Planning \$4000

For the couple who have already selected vendors, venues and décor scope

#### Planning day of

- Create and distribute timeline
- Communicate with all vendors
- Coordinate and communicate with venue(s)
- Create/review ceremony program and plan ceremony timeline
- Communicate ceremony timeline to bridal party
- Planning of transportation between ceremony and reception

#### **Rehearsal Coordination**

• We will lead your rehearsal – 60 minutes

## Day of coordination

Will provide 1 coordinator and 1 assistant to guide you and manage all activities – up to 10 hours on site

#### **Additional Services**

depending on scope of work

Distribution of flowers, distributing vendor gratuity, Bridal gown bustle assistance, coordinate Bride and Groom send off, gifts and cards in Bride and Groom's vehicle
\*Quotes are estimates, quotes may be higher



# Day of Coordination Service \$1600

Typically, this is for planning and coordination of the Day-of events. Choose from the following, up to 10 hours:

- Day of coordination services
  - o Coordinate make-up, hair and other services for all bridal party
  - Coordinate arrivals of bridal party and vendors
  - o Coordinate breakfast and lunch servings for bridal party
  - Coordinate florals delivery, florals to bridal party
  - Coordinate photography/video
  - Coordinate readiness for ceremony
  - Execution of Ceremony
    - Coordinate ceremony
    - Coordination of guests to and out of ceremony
    - Communication with officiant and other ceremony members
    - Coordination of ceremony
- Cocktail hour and couple pictures
- Reception
  - Coordinate guest seating
  - Coordinate dinner servings with venue
  - Coordinate and work with DJ on times for speeches, announcements, dances and cake cutting

# A La Carte

You may purchase our services on an a la carte basis at \$100/hour. A la carte services are available only as an addon, and when a package has been purchased.

