



## Full Planning Package - Weddings

Our Full Planning package is the very definition of full-service.

From the engagement party to the last goodbye at the reception to the morning after brunch, we are your wedding planning team. Together the possibilities are endless.

Through our specialized approach we take you through each step of the planning process. You are never alone, we never make your decisions for you...we listen to you and provide solutions and answers to all of your wedding planning questions.

### *With our VIP package you receive:*

- **UNLIMITED** consultations in person, via email or phone during business hours. All emails and texts received after business hours will be responded to promptly.
- **Creative design**, theme and décor concepts.
- **Professional guidance** on the etiquette and other such items involved in planning a wedding.
- **Budget** creation, allocation and financial management.
- **Guest list** spreadsheet and RSVP tracking template.
- **Vendor coordination** – includes recommendations of vendors that fit your personality, style and budget; contract review and negotiation, vendor meeting coordination and attendance.
- **Direction** on creating your wedding stationery package.
- **Help** with selection of all wedding attire, if desired.
- **We will arrange** accommodations for out of town guests.
- **Transportation** coordination for guests and bridal party.
- **Menu** planning and tastings.
- **Creative event design** to include lighting and custom furniture layout and design.
- **Create** guest packages to include, but not limited to, welcome bags, favors, programs, weekend itineraries and more.
- **Schedule and coordinate** pampering and beauty services – spa and salon.
- **Organize** detailed wedding day/wedding weekend itinerary and activities
- **Custom** timeline coordination, review and distribution with all vendors prior to the wedding.
- **Rehearsal** coordination and guidance.
- **Manage** wedding day set-up by all vendors.
- **Start-to-finish** wedding day management with at least 1 Senior Planner and 1 Event Planner on-site
- **Collect and deliver** all wedding gifts, keepsakes and treasures at the end of the reception.
- **Create** and bring your vision to life!
- **And much, much more...**