



## **YOUR WEDDING PROJECT MANAGER**

For a **SOLID FOUNDATION**-  
Start with Vining Events!

More than just your typical day-of- coordinator- Hawley's your  
**WEDDING MANAGER!**

Once you hire Vining Events, Hawley will  
**POUND THE PAVEMENT!** She is on your team and will  
join your planning process no matter what stage you are in.

Hawley will **DIG DEEP** into your ideas and ask those  
questions you would never have thought to ask.

Hawley creates a **WEDDING SIDE-KICK**: a packet that  
includes all the vendor information and your wedding weekend  
details from start to finish.

Hawley will **MONITOR & ENSURE** every one of your  
vendors is aligned with dates, details and your expectations of  
their services on your wedding day.

The week of your wedding- Vining Events will  
**PICK UP** all of your wedding décor, taking stress off you  
before the weekend even begins.

Vining Events will **SET UP YOUR VENUE SITE** to your  
exact specifications.

Vining Events **OVERSEES** the ceremony, rehearsal and  
reception from start to finish.

Surprises? Its Murphy's Law! Should some arise  
Vining Events **TROUBLE SHOTS** your day and takes the  
stress away!

Vining Events is the **FIRST ONE ONSITE AND THE  
LAST ONE TO LEAVE.**

Don't fret about the post reception clean up! Vining Events will  
**PACK UP AND DROP OFF** your gifts, cards, and  
remaining décor to an agreed upon location.

As the weekend comes to an end, Hawley will **WRAP UP  
AND TIE UP LOOSE ENDS** allowing you and your family  
to enjoy a few moments of peace.



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