

Services

2024-2025

HALF DAY OF COORDINATION

Let's face it, you don't need a coordinator to tell you how to party. This package covers the set-up and direction for the important timeline items. When you hit the dance floor, it's your time!

What's included:

- Planning Meeting 4 weeks before event date
- Create wedding day itinerary
- Finalize seating chart, floor plan, menu & decor
- Decor set-up (arbor, aisle, seating chart, guest book, card box etc.)
- Confirmation with vendors- details & timelines
- Directing during ceremony and part of reception
- Assist with pick-up & delivery
- Final walk-through of ceremony and reception
- Ceremony breakdown (optional)

SET UP COORDINATION

You can't be two places at once. While you're getting ready, a coordinator is preparing the ceremony and reception area for your big day!

What's included:

- Planning Meeting 4 weeks before event date
- Create wedding day itinerary
- Finalize seating chart, floor plan, menu & decor
- Decor set-up (arbor, aisle, seating chart, guest book, card box etc.)
- Confirmation with vendors- details & timelines
- Directing during ceremony
- Assist with pick-up & delivery
- Final walk-through of ceremony and reception
- Ceremony breakdown (optional)

60 MINUTE PLANNING SESSIONS



A Magical Moment Weddings

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FULL SERVICE PLANNING

It's time to start planning your wedding! But planning doesn't have to be stressful, it should be fun and exciting! Full service wedding planning will have me be with you every step of the way to plan the next move to make your wedding day a dream come true!

What's included:

- Budget development
- Vendor recommendations, communication, and hiring
 - Attendance at vendor appointments
 - Manage vendor contracts
- Time management planning checklists
- Personalized wedding design (linens, florals, lighting, invitations, etc.)
- Hotel accommodations as needed
- Transportation coordination
- Menu development
- Save the date, invitation, and program designing
- Ceremony and reception floor plan design
- Wedding favor design
- Includes all items from Day of Coordination.

FULL DAY OF COORDINATION

You've done it all! You've hired the vendors, picked the flowers, made the favors, you've planned your dream! Now, it's time to put everything together.

A wedding event coordinator will execute everything you've planned while you get to enjoy every moment in your new happily ever after!

What's included:

- Planning Meeting 4 weeks before event date
- Create wedding day itinerary
- Finalize seating chart, floor plan, menu & decor
- Decor set-up (arbor, aisle, seating chart, guest book, card box etc.)
- Confirmation with vendors- details & timelines
- Directing during rehearsal, ceremony & reception
- Assist with pick-up & delivery
- Final walk-through of ceremony and reception
- Full wedding day coverage
- Direct event breakdown

A LA CART OPTIONS AVAILABLE

