

*One Fine Day*

www.onefinedayct.com

860-837-4096

# DAY OF COORDINATION



30 DAYS WITH AN EXPERT PLANNER BY YOUR SIDE



STARTING AT \$995 FOR CT WEDDINGS

# Package Includes

- Initial Consultation
  - Unlimited access via phone and email for 30 days
  - Create a day of itinerary which will be given to all vendors
- Connect and confirm with all vendors and venues, ensuring they fulfill their contracts and are aware of the details
  - Confirm details with Bridal Party & Parents
  - Arrive on site before the event begins
  - Ensure vendors are on time, set up, and fed
  - Final touch ups on décor and table settings
- Organize and direct the ceremony processional
- Assist with guest transition from Ceremony to Cocktail to Reception Site
- Be the main contact for vendors and guests with issues or questions
- Dim lights, check restrooms and coordinate flow with catering manager & DJ/Band
- Communicate the schedule of events throughout the day, ensuring your wedding goes according to plan
  - Deliver checks/final payments to vendors
  - Pack up wedding gifts and all personal items

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