

# Full Planning Service

A Wedding Planner is most frequently a person who can take charge and plan the details of a wedding from start to finish. The couple looking to hire a Wedding Planner is still involved. All of the legwork is left to the planner and the couple can trust a professional to make the arrangements for them. The couple will have the Planner with them on all appointments and can rest assured that etiquette, budgeting and creative ideas are brought to them in a professional manner. The most luxurious of all packages; this service will yield a stress free experience and the true feeling of being a guest on your wedding day.



Starting at  
\$2500

## To include, but not limited to:

- ♥ Monthly face-to-face meetings to go over wedding details
- ♥ Schedule entire project & budget management
- ♥ Unlimited recommendations & suggestions
  - ♥ Assist with wedding design
  - ♥ Vendor Research, vetting, and recommendations
  - ♥ Coordinate and attend every vendor and wedding related meeting
  - ♥ Create a comprehensive event time schedule for vendors and wedding party
- ♥ Establish roles and see to it that bridal party members fulfill specific duties

## To include, but not limited to could:

- ♥ Coordinate and contract transportation
- ♥ Unlimited access to planner (via phone, text, or email)
- ♥ Create and attend to a personal wedding checklist
- ♥ Confirm contracts and timing of events with all vendors
- ♥ Receive, store, and transport all related items to venue
- ♥ Wedding Party Rehearsal – Coordinate and choreograph your entire bridal party and family, ensuring that everyone is comfortable walking down the aisle, knows their places, where to stand and sit, etc.

## On Your Wedding Day:

- ♥ Coordination of hair design and makeup schedule
- ♥ Oversee all vendors - arrival, setup, gratuities, etc
- ♥ Manage the timing of the day with family, wedding party and guests
- ♥ Set up day-of details (i.e. guest book, place cards, ceremony programs, guest favors)
  - ♥ Use of Emergency Kit
- ♥ Be your eyes and ears throughout the day so you can relax and enjoy
  - ♥ MC at reception including announcing of the Bridal party and introduction of the Bride and Groom
  - ♥ Supervise wedding setup/breakdown/cleanup

Love Always, Wedding Planning LLC

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