

































# WEDDING PACKAGE GUIDE

INCLUDED SERVICES	LUXURY	PARTIAL	DAY OF
Lead coordinator and assistant coordinator present			
Timeline assistance and distribution			
In-person planning consultation			
Wedding emergency preparedness kit			
Coordinating and confirming arrival times of vendors			
Organizing and finalizing gratuities and payments to vendors			
Set up of personal memorabilia and decor at ceremony and reception locations			
Custom wedding planning binder			
Wedding rehearsal coordination			
Vendor/venue recommendations			
Vendor/venue booking coordination and contract review			

## WEDDING PACKAGE GUIDE CONTINUED

INCLUDED SERVICES	LUXURY	PARTIAL	DAY OF
Color palette and aesthetic selection assistance			
Attendance at vendor meetings/consultations	   	 	
Venue visits/tours	    	  	
Follow up visit to final venue	 		
Budget preparation assistance			
Wedding transportation booking			
Wedding program printing			
Custom wedding signage and table numbers			
Coordination of day of pre-wedding meals/ refreshments			
Organization and selection of wedding favors			
Coordination of hotel block for out of town guests			

## WEDDING PACKAGE GUIDE CONTINUED

INCLUDED SERVICES	LUXURY	PARTIAL	DAY OF
Assistance with photographs and execution of shot list			
Cleaning of the wedding suite/getting ready rooms			
Coordination of post-wedding meal for newlyweds			
Collection and packing of wedding gifts			
Custom recommendations packet for out of town guests (Restaurants, Bars, Activities, Sights, ect.)			
Clothing rental returns for wedding party			
Thank you favor for overnight wedding guests			
Bridesmaids/Groomsman proposal gift coordination			
Custom props for photo booth			
Use of available Miles to Go rentals			
Assistance customizing music for live musicians			



## WEDDING PACKAGE ADD ONS

ADDITIONAL SERVICES	ADDITIONAL SERVICES
Gift bags at hotel for out of town wedding guests	Save the date coordination and mailing
Accompaniment dress shopping/fitting/attire selection	Engagement party planning
Rehearsal dinner/post-wedding brunch planning	Wedding party gifts
Bachelor party/bachelorette party planning	Additional wedding signage
Wedding shower planning	Photo booth and props
Post-wedding transportation booking	Design of custom favors
Coordination of day of pre-wedding meals/refreshments	Activity bags for child guests
Addressing/mailling invitations/thank you cards	Custom marquee letters
Barista services/specialty bar	Day of wedding baskets
Bathroom toiletries baskets for reception venue	House rental for getting ready
Wedding registry assistance	Calligraphy for wedding stationary
Officiant and customizable wedding ceremony	Additional vendor meetings