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Wedding: Day-Of Coordination Package

\$800

- 1 to 3 pre-wedding meetings (*this is flexible to accommodate the number of meetings you'd prefer in advance of the wedding*)
- 1 venue walk through to review your layout, floor plan, and décor plan (*this should occur 3 to 4 weeks in advance of the wedding and is in addition to the pre-wedding meeting/s*)
- Attend ceremony rehearsal to troubleshoot and address any potential issues
 - Organize officiant, wedding party, and family
- Complete day-of coordination for 12 hours (*this time frame should include 3 to 4 hours of set-up, which is determined after the initial meeting and is based on the level of set-up detail and number of tables/guests. Additional hours can be added for \$50/hour*)
 - Ceremony and reception styling and set-up
 - Personal and rental item management
 - Organize wedding party and family
 - Greet vendors and guests
 - Personally assist couple and VIP guests
 - Distribution of final payments and gratuities
 - Emergency Kit (*first aid, beauty, and décor items on hand and available for use as the need arises*)