



Partial Wedding Planning Package

Our Partial Wedding Planner package is great for client needing guidance on the entire wedding planning process. If you are excited about the details of your big day but need a helping hand in the wedding planning activities with professional assistance to guide you along your way. for you.

Package starts at \$1500 (pricing depends on size, location, & complexity of event)

PLANNING AND PREPARATION

- ✿ Unlimited phone, email and text communication, as needed.
- ✿ Recommend and Review vendor contacts and information.
- ✿ Create the vendor list and arrival time information, set up, and teardown details for all vendors.
- ✿ Provide detail timeline of wedding day from getting ready to vendor clean up.
- ✿ Provide spreadsheet templates for the following: guest list, RSVP's, seating plan, photography shot list, payment schedule, ceremony music, and reception music play list.
- ✿ Serve as point of contact/liason for all vendors beginning eight (8) weeks prior to wedding date.
- ✿ Wedding planning spreadsheet to assist in creating your itinerary and details.
- ✿ Comprehensive planning meeting to discuss final details.
- ✿ Regularly check on client's progress and to do list.

ON THE DAY OF THE WEDDING COORDINATION

- ✿ Act as liaison between wedding party, family and vendors.
- ✿ Final site walk-through to determine set-up and logistical lay-out.
- ✿ Coordinate reception activities with bridal party, banquet manager, photographer, music and video.
- ✿ Oversee all details on wedding day from set up to breakdown at ceremony and reception site.
- ✿ Be certain the Bride & Groom have time to eat their meal and receive a piece of wedding cake.
- ✿ Disperse final payments to vendors/gratuities, as needed.
- ✿ Make sure everything is packed up at the end of the event (cake tops, toasting glasses, guest book, cake server, etc. and given to caretaker of your choice).
- ✿ Access to our "Wedding Day Emergency Kit"

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Servicing the Los Angeles, Orange, Riverside and Ventura County

Say Goodbye to Nerve Wracking Planning - Let Me Do the Rest!