

Full Wedding Planning Package

\$3,000

(Travel fee may apply depending on location)

In this package you get to sit down, relax and let us do all the work for you from the moment you get engaged to the very day you walk down the aisle.

This package includes the following:

Planning:

- Initial 2 hour consultation with bride and groom
- Unlimited in person, phone and e-mail correspondence
- Full assistance with finding a wedding ceremony location and wedding reception venue
- Scheduling and attending all vendor meetings and negotiations with vendors
- Arranging all vendor contracts
- Creating your own personalized couple wedding board
- Assistance with choosing a style / theme for your wedding
- Assisting you with creating and managing a budget that will allow you to have the
 wedding you desire. If you have already created your own wedding budget, we will be
 happy to work around it and make sure that nothing goes over your budget
- Wedding timeline development and distribution to selected vendors
- Assistance with Save the Date and Wedding invitations (through Paperless Post or any other chosen vendor)
- · Venue walk through and seating chart mapping
- Vendor recommendation in all of the following categories:
 - ✓ Entertainment MC, Dj, Band, Live Performances
 - ✓ Photographers & Videographers
 - ✓ Photobooth Services
 - ✓ Florist
 - ✓ Decor & Design
 - ✓ Catering

- ✓ Wedding Cake/ Desserts
- ✓ Lighting & Sound
- ✓ Transportation
- ✓ Guest Gifts & Bridal Party Gifts
- ✓ Ceremony Officiant
- ✓ Place Cards & Wedding Stationary
- ✓ Bridal Services Including: Assistance with Bridal Dress and Bridesmaids Dresses, Hair & Make - Up
- ✓ Groom Services Including: Assistance with Groom and Groomsmen's Attire
- Full assistance with creation of menu and drinks selection, as well as scheduling food tastings of the menu. (Kosher and Non Kosher catering available)
- Assistance with wedding/ engagement photo- shoot scheduling with the chosen photographer
- Hotel booking accommodation for out of town guests
- Bridal party transportation arrangements
- Detailed wedding timeline creation
- Reviewing wedding timeline with bride & groom and their vendors
- Revising all final changes of the wedding timeline and providing all vendors with the final wedding timeline
- Wedding day checklist
- Rehearsal dinner planning assistance as well as full set up and on site coordinating during the rehearsal dinner (up to 5 hours)

Wedding Day:

- Full day of onsite assistance with ceremony, reception and cocktail hour
- Wedding coordination by lead coordinator and an assistant from start to finish up to 12 hours
- Coordinating the flow of the ceremony, reception and wedding day. Making sure all things run smoothly and according to the schedule
- Full set up of the venue including: place cards, centerpieces, guest gifts, sweetheart table, wedding signing book and more
- Overseeing vendors production, set up and clean up
- Coordinating speeches and any other entertainment during the reception
- Providing complimentary bride & groom wedding day emergency kits
- Delivery of all final payments to all vendors