

## Starting at **\$0.00**

## OVERVIEW

These individual services can be added to your Full Planning or Day-of Coordination event planning package. If there is something you'd like that you don't see here, please let us know and we'll be happy to accommodate you!

## DETAILS

These individual services can be added to your Full Planning or Day-of Coordination event planning package. If there is something you'd like that you don't see here, please let us know and we'll be happy to accommodate you!

- Theme and/or color scheme creation and implementation
- Budget planning
- Assistance with event site selection
- Attendance of event site tours (billed at an hourly rate)
- Assistance with invitation wording and design
- Invitation mailing and tracking
- Menu selection or creation \*
- Unlimited vendor referrals and contract reviews
- Interview and/or final vendor meetings (billed at an hourly rate)
- · Hotel accommodations for out-of-town guests
- Favor assembly and setup
- Hotel "Welcome baskets" assembly and distribution for guest rooms
- · Amenity basket assembly and setup for restrooms

- Shopping for favors, decorations, etc.
- Custom stationary design and printing (save-the-dates, invitations, menu cards, programs, etc.)

\* Bartending service is not included in the catering contract