

## Starting at \$0.00

## OVERVIEW

Looking for that special "Pink Olive" to set your wedding day apart? Whether you need wording for your programs, a theme for your place cards, or someone to just assemble your favors, you'll find the help you need here, and it can all be custom-built for you.

## DETAILS

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- Create a separate custom timeline for family and wedding party
- · Create a theme or color scheme and work it into the wedding
- Budget planning and tracking of deposits, balances due, dates, etc.
- Research ceremony and reception sites, including taking tours with the couple
- Save-the-date and/or invitation assembly
- Save-the-date and/or invitation mailing and tracking RSVPs
- Track guests' meal choices for sit down dinners
- Create a suitable menu or helping to choose from a pre-existing package
- Wording of the programs for the ceremony
- Reception layout and seating chart arrangements
- Vendor contract reviews
- Vendor interviews and/or final meetings
- Coordinate transportation for the couple and bridal party

- Wedding paperwork (marriage license, name change documents, etc.)
- Coordinate hair and makeup for the bride & bridesmaids
- Coordinate hotel room blocks for guests
- Coordinate rentals
- Assemble favors
- Assemble and distribute hotel welcome baskets
- · Assemble and distribute amenity baskets for restrooms at reception
- Shopping for favors, decorations, etc.
- Custom stationary design and printing (save-the-dates, invitations, menu cards, programs, etc.)
- Bartending services
- Coordinate rehearsal dinner, showers or other pre-wedding events (requires separate contract)
- Create a wedding website
- Child care for the reception
- Return rentals or rented attire after the wedding
- Consultation on an as-needed basis (billed at an hourly rate with a 2 hour minimum)

These can ONLY be added to a package. They are not to be booked separately. Pricing varies based on services needed.