

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