



A La Carté Event Planning Package

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