



BRIDE AND JOY MONTH OUT COORDINATION

\$2975

PERSONAL ONLINE FOLDER

We create a Google Drive folder just for you so everyone can have live updates of your details.

WEDDING GUIDE + CHECKLIST

Our wedding guide will be waiting for you in your Google Drive folder. In it are answers to our most commonly asked questions as well as tips and tricks! You will be given a checklist to help keep you on track in the months leading up to the wedding.

VENDOR RECCOMENDATIONS

You will have access to our recommended vendors list as needed.

UNLIMITED COMMUNICATION

We are here to chat on email whenever you need us and over text starting 2 weeks out from wedding day. If you'd like monthly check-ins you are welcome to schedule a monthly call on our website.

VENDOR MANAGEMENT

We will contact your vendor team 4 weeks out from your wedding day to collect all of their details (load in and load out times, necessary arrangements, vendor meals, etc.) to help eliminate last minute problems.

FINAL MEETING WITH CLIENT

You can schedule a final meeting with us on our website 2-4 months out from your wedding day. This is typically an hour and a half meeting and you are welcome to let us know your favorite drinks if we meet in our showroom. We can also do this over the phone.

During this meeting we will finalize your wedding details and establish a timeline. We will go over your floorplan, bridal party line-up, decoration specifications, and all other important day-of events.

TIMELINE DISTRIBUTION

The final timeline will be uploaded to your Google Drive so all of your vendors have access. This helps make sure that your team is on the same page for your big day.





REHEARSAL COORDINATION

The week of your wedding we facilitate a rehearsal at your venue to make sure everyone in your bridal party knows what they will be doing during your ceremony. This typically takes less than an hour but we will stay as long as it takes for everyone to feel comfortable with their roles!

WEDDING DAY

A lead coordinator will arrive for 8 hours on wedding day with an assistant to make sure everything runs smoothly. You will have complete access to our wedding emergency kit. We will oversee vendor load in and ensure that everything is set up according to the floor plan. We will run your ceremony, manage your timeline, and keep your big day running seamlessly through all of the important events (ceremony, cocktail hour, introductions, dances, dinner, toasts, cake cutting, etc.)

We are available to distribute any final payments or gratuities to your vendor team as well as pack up cards, gifts, and your special items.

Although month out packages don't typically start until 4 weeks out, we will be available to you for any questions or concerns you may have from the time you book moving forward. We are here FOR YOU and look forward to being there on your big day!

Love, Bride + Groom

