

# Basic Package

- VENUE SET UP; PERSONAL DÉCOR, FLORALS, SIGNAGE, LINENS, PLACE SETTINGS AND CENTER PIECES, ETC
- TIMELINE CREATION
- VENDOR CORRESPONDENCE BEGINNING ONE MONTH PRIOR TO YOUR EVENT, IN COORDINATION OF ALL WEDDING DAY DETAILS AND LOGISTICS
- WEDDING DAY MANAGEMENT
- CEREMONY ASSISTANCE AND CUING
- TRANSITION TO COCKTAIL HOUR / DINNER / GRAND ENTRANCE
- SERVICES CONCLUDE AT APPROXIMATELY 7PM - TIMELINE DEPENDENT
- UNLIMITED COMMUNICATION VIA TEXT / EMAIL THROUGHOUT PLANNING
- GOOGLE PLANNING DOCUMENT

OPTIONAL ADD ONS -  
REHEARSAL ASSISTANCE  
END OF THE NIGHT CLEAN UP  
RENTAL INVENTORY

PLEASE NOTE, THIS IS JUST AN OUTLINE OF SOME OF THE INCLUSIONS IN THE BASIC PACKAGE. WE RECOMMEND COUPLES SET UP A CONSULTATION FOR A FULL EXPLANATION AND THE BEST UNDERSTANDING OF THE COMPLETE PACKAGE DETAILS.