



THE DAY



Day-of Coordinating

What is included:

- 1-week start time
- Daily phone calls/web meetings/in-person (as preferred)
- Rental delivery management (placement & setup/breakdown)
- Full vendor coordination & scheduling
- Vendor & hotel check-in's
- Budget finalization/final payments
- Finalizing RSVP list
- Attendance for walkthrough
- Rehearsal coordination (up-to 2 hours)
- Coordination on wedding day for (10 hours)
- Timely responses, access to all meeting notes
- Personal décor set-up & tear-down

Starting at \$750