

Your Emily Weddings - Premium Package and A La Carte List*

Call to schedule a consultation to create your custom package. If you don't see what you are looking for let us know and we will do our best to accommodate your needs.

- Research/develop wedding theme
- Unlimited phone calls & emails and up to 3 planning consultations per month
- Budget assistance and coordination of payments
- Timeline and checklists, development & management
- Venue research and booking
- Schedule appointments
- Assistance with invitations and rsvp management
- Assistance with menu planning
- Research & book catering OR
- Pick Up/Delivery of food & beverages
- Vendors: Research, meeting, contract negotiation, confirmation and instruction
- Research and coordination of decorations
- Research and book entertainment and/or music
- Assistance with selection of programs and favors
- Assistance with wedding website
- Floor plan and seating arrangements
- Out-of-town guest coordination
- Onsite for initial venue walk through
- Onsite rehearsal and day of wedding of coordination and management
- Placement of items not handled by vendors: gifts, guest book, etc.
- End of event arrangements: cake, guest book, gifts, etc.
- Oversee setup and tear down
- Coordinate set up & tear down

Your Emily Weddings - "Your Big Day" **Day-Of Wedding Coordination**

For the DIY couple who have put together their plan and made most of the arrangements themselves. This day-of package allows you, your family and friends to fully enjoy this special day without the stress of having to handle all the details. This plan begins one month before the wedding with a consultation where we discuss your plan and all the details.

Basic Rehearsal and Wedding Day Coordination package includes*:

- Scheduled consultation 1 month before date
- Unlimited phone and email access for entire month
- Review contracts with vendors and venues
- Final confirmation and instruction for vendors
- Timeline review and assistance
- Onsite rehearsal and wedding day coordination including (if desired), item placement and end of event arrangements.

**This package can be customized to fit your specific needs.*