



Beautiful Package¹

It's amazing how much work you've put into planning your special day; however you still need execution so that your guests can relax and enjoy your day with you. We ensure that on this memorable day, our clients, family and friends take a break from being the "planners" and are the celebrities of their special day!

If you need coordinators during the final planning stages, the rehearsal and on your wedding day, this package is for you!

Services include:

- Three(3) updates/progress meetings via e-mail and/or telephone
- Office meeting thirty (30) days prior to wedding
- Unlimited access to assigned coordinator seven (7) days prior to wedding
- Vendor Checklist review
- Ceremony and Reception program review (prior to printing)
- Re-confirm all relevant documents, vendors and contract agreements²
- Final meeting with on-site event manager
- Two hour rehearsal assistance
- Lady-in-waiting to cater to Bride, Groom and wedding attendants
- Supervise all vendor set-ups and break-downs and act as spokesperson to ensure all wishes are achieved
- Placement of the guest book, programs and altar items
- Ensure all bouquets, corsages, boutonnieres and flower baskets are distributed
- Use of Wedding Emergency Kit and Elegant Nuptials & Events tool box on the wedding day
- Coordinate with photographer to ensure all specific pictures required are taken
- Complete wedding day coordination up to 10 hours includes assistant planners
- Coordinate delivery of all personal items and wedding gifts with caretaker
- Phone and email support

For additional details on this package and other services offered, please call 817-633-2766 to set up a complimentary consultation.

¹ Package pricing and offering vary based on guest count and market. It does not include travel or accommodation outside Dallas/Fort-Worth metro area

² All finalized vendor contracts and relevant documents must be given to Planner at least three weeks prior to wedding date