



2010 Gold Package.....A Premier Package.

This supreme service is for the busy bride/couple who know the extensive details that are involved in planning and orchestrating the ultimate wedding today. For those who want a professional to attend to all the details and research, coordinate, design and make your wedding a dream come true.

Prices start at \$3,200.00 to \$5,000.00. A 500.00 non refundable deposit is required in order to secure date.

- First meet with couple to determine budget type of wedding, amount of guests and figure out what style, personality and taste that they have.
- Unlimited advise through email and phone and meetings.
- Location/Venue selections. Securing and finalizing details when they are decided on
- Selection of vendors:transportation, florists, photographers, videographers, officiates, entertainment, hair and makeup, and spa selection all at couples cost.
- Review budget with responsible parties as selections are made.
- Keep everyone who needs to be apprised of changes up-to-date.
- Brides binder kept for her.
- All etiquette reviewed.
- Receive guest list and mail invitations. RSVP's may be done by brides family or we will take care of that also.
- Schedule wedding night accommodations for couple and guests.
- Assist in seating arrangements.
- Create a written wedding day itinerary for bridal party and vendors.
- Act as a liaison between wedding party, family and vendors.
- Coordinate and run rehearsal.
- Prepare program for the wedding and wait for approval from couple.
- Arrive 2 hours before the wedding. Ensure license and rings are there. Deliver all needed materials for wedding and reception. Do processional line up, Cue music for wedding and reception, assist and special needs issues, greet and instruct late arriving guests. And stay until the formalities are all over.
- Direct ushers in seating and program distribution.
- Assist in cake selection.
- Assist in menu selection.
- Do up the favors after selected.
- Review everything twice with couple and vendors. Make sure everyone is on the same page.
- Hire babysitting service on or off reception property.
- Make sure all vendors are paid before actual wedding day.

Client signature: _____ Consultant signature _____

Date: _____ Date: _____