



Design Packages

Level 1 Pre Event-
Design Consultation
Vision Board
Mock table setup with venue inventory

Level 2 Week Of Event-
Setting aside desired inventory
Cleaning decor
Preparation for event day

Level 3 Day Before Event-
Decor and detail set up
Coordinating Rehearsal

Platinum Premium Event Planner Package

This is a customized plan for those that need help in planning most details of their event, keeping up with deadlines and so on.

On the day of your event, I will be by your side from the very beginning to the end to ensure the entire day is stress free and flawless.

Services include but are not limited to:

- All previously listed design packages
- Services included in Gold Package
- Monthly call to touch base on to do list
- Vendor search

Development and management of event day schedule

Personalized rehearsal coordination (if needed)

Implementation of wedding weekend timeline

Attention to detail in decor

Coordination with MC or band

Event emergency kit

Guest relations throughout the event

Services À la carte:

Custom event signs

Place cards and table numbers

Event set up and breakdown

Rehearsal Dinner Planning

Morning After Brunch

Pre-event food and beverage manager

After party on-site management

*Other ideas? Let's discuss other ways for me to make your event special

Gold Day Of Event Manager Package

This package is for clients who have all of their details and vendors together but want to enjoy their day without the need to tend to details themselves.

On the day of your event, I will be by your side from the very beginning to the end to ensure the entire day is stress free, flawless and memorable.

Services include but are not limited to:

- Conference call 60 days prior to event
- Conference call 14 days prior to event
- Personalized rehearsal coordination
- Implementation of event day schedule

Attention to detail in decor

Coordination with MC or band on the day of the event

Event emergency kit

Guest relations throughout the event

Floral Design Manager

Looking to save some money but also want beautiful florals at your event? This package would be perfect for you! DIY floral arrangements can be a great way to cut your event expenses. Let me handle all your simple floral arrangements so you do not have to!