

## The Oak (Month/Day of Coordination):

Starting at \$1,000

### **Roots:**

-Complimentary Consultation (up to 1 hour) to Explore Options + Suitability

### **Branches:**

-Services Begin 5 Weeks Prior to Wedding Date

-A 1 Hour Site Visit Week of Your Wedding

-Timeline of Events for the Couple, Vendors, + Wedding Party

-Final Calls/e-mails the Week of Wedding to Vendor List + All Hired Services

-One Hour Ceremony Rehearsal on Site

### **Ceremony:**

-Lead Planner + Assistant Provided for Wedding Day (based on event size)

-Site/Venue Set Up, and Coordination of Hired Vendors

-Up to 8 Hours of Wedding Day Coordination (+ hours available for a fee)

-Handle All Personal Items for Ceremony + Reception (guest book, favors, etc.)

-Emergency Kit for Wedding Day Provided

### **Reception:**

-Assistance/Coordination of Arrival + Departure of Bridal Party and Guests

-Site/Venue Set-Up + Coordination of Vendors

-Distribute Final Payment + Gratuities to Vendors (if requested or needed)

-Post Reception Lite "Clean-Up" (personal items, transportation assistance, etc.)

## A La Carte Services:

Engagement + Proposal Planning	starting at \$200
Design, Theme, + Vision Creation	starting at \$500
Tablescape Design + Set up	starting at \$300
Vendor + Venue Referrals + Research	starting at \$100
DIY Décor Assistance (Shopping, Creating, etc.)	starting at \$250
Set/Up, Install, Breakdown of Décor	starting at \$200
Floor Plan, Layout Design, and Seating	starting at \$100
Styling of Wardrobe for Engagement Shoot	starting at \$150
Access to Boutique Rental Inventory	based on rentals
Access/Assistance with Vendor + Venue Referral List	starting at \$100
"Pick + Pull" Décor Purchasing Assistance	starting at \$65/hr.

*\*Prices and Quotes will be individualized to each event and will be based on the following: event date, level of intensity and product needed, amount of labor each individual event requires. These prices are guidelines and are subject to change based on specificity of needs for your event.\**