

Full-Service Wedding Package



What is a Full Service Wedding Packet?

The full-service wedding planning package is about hiring an event planner that will assist a couple during the entirety of their wedding experience. Full-Service wedding planning tends to include, but is not limited to: the event design consultations, assisting the client in finding vendors, coordinating your ceremony ceremony rehearsal, helping organize your timeline, arrange final details with your vendors, act as the point-of-contact on your wedding day, and of course executing your wedding. The Perfect Plan works extremely close with each of you to help in creating a cohesive and seamlessly planned vision of your wedding. This company will provide you with peace of mind and guidance in order to make your day turn into a Perfectly Planned event.

The Perfect Plan Full-Service Packet Starting Price | \$6,500

Full-Service Packet includes the Following:

Pre-Wedding Preparations

- Two-Hour meet & greet once contract is executed.
- Confirmation by phone or email of all vendors prior to event.
- Two-Hour detail meeting 30-45 days prior to event
- Two Hour conference call with venue or caterer to finalize logistics.
- Two-Hour floral and design consultation
- Preferred Vendor List Presentation.
- Additional Vendor Recommendations as requested.
- Up to 2 one-hour conference calls (prescheduled).
- Three hours of planning time.
- Contract Review
- One-Hour of rehearsal coordination
- One-Hour of rehearsal dinner planning
- Professionally made wedding packet to assist with logistics.

Day of Wedding

- Day of coordination for 8 hours by Senior Planner and one assistant for up to four hours in order for you to enjoy every moment of your wedding day without any worry of the details.
- Directing the ceremony processional
- Coordinating and assisting with the setup of the ceremony and reception
- Setup of wedding accessories such as guest book, place cards, favors, etc.
- Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- Acting as the point of contact for all vendors
- Assisting the family, wedding party and guests as needed
- Distributing final payment and gratuity to vendors
- Providing a stocked emergency kit
- Dealing with any unforeseen hiccups



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