

# *Anna Christine*

EVENTS





## PETITE PLANNING PACKAGE

*STARTING AT \$1995*

You've worked for months, picking the perfect color scheme, amazing food and little touches that are going to make your wedding special and memorable. Our Petite Package gives you the support and insight of a professional planner one month before your event and day-of coordination for your wedding. So, step back and enjoy being the happy couple while we make sure everything runs smoothly and comes together just as you've envisioned.

- Initial consultation to determine the current status of planning, and to help us understand your personality, taste, and style
- Unlimited phone consultation during normal business hours and unlimited e-mail consultation beginning four weeks out from the day of your event
- One face-to-face wrap-up meeting prior to the rehearsal
- Etiquette advice
- Follow-up with all contracted vendors
- Create timelines for wedding day
- Coordinate and run wedding rehearsal
- Collection of small personal items at rehearsal to be brought and set up on wedding day (welcome sign, seating chart, programs, place cards, guest book, card box, toasting flutes, cake server, favors, photos, table numbers)
- Use of the Wedding Day Emergency Kit
- One Event Manager for the day of the event
- One Event Assistant for the day of the event
- Greet vendors and coordinate set-up of the ceremony and reception
- Oversee and manage all details on your wedding day, including supervising set up of decor and coordinate the timing of events from beginning to end
- Ensure that wedding gifts are loaded into the designated driver's vehicle
- Disperse tips and final payments to vendors on wedding day



## DEMI PLANNING PACKAGE

*STARTING AT \$2495*

When it comes to your wedding, you know exactly what you want. But wouldn't it be nice to have a professional planner to call when questions arise or to get advice when something pops up? That is exactly what our Demi Package is design to do! Plus, it gives you the day-of support you need to make sure all of your hard work shines while you get to relax and enjoy your big day.

- Initial consultation to determine the current status of planning, and to help us understand your personality, taste, and style
- Unlimited phone consultation during normal business hours and unlimited e-mail consultation throughout the entire planning process
- One face-to-face meeting during the planning process
- One face-to-face wrap-up meeting prior to the rehearsal
- Etiquette advice
- Follow-up with all contracted vendors
- Create timelines for wedding day
- Coordinate and run wedding rehearsal
- Collection of small personal items at rehearsal to be brought and set up on wedding day (welcome sign, seating chart, programs, place cards, guest book, card box, toasting flutes, cake server, favors, photos, table numbers)
- Use of the Wedding Day Emergency Kit
- One Event Manager for the day of the event
- One Event Assistant for the day of the event
- Greet vendors and coordinate set-up of the ceremony and reception
- Oversee and manage all details on your wedding day, including supervising set up of decor and coordinate the timing of events from beginning to end
- Ensure that wedding gifts are loaded into the designated driver's vehicle
- Disperse tips and final payments to vendors on wedding day



## GRANDE PLANNING PACKAGE

*STARTING AT \$4495*

Planning your own wedding started off great, but now you realize you need help. There are still a few vendors that you need to book, seating charts that need to be made, and you would love to have a professional planner to look over what you've done so far. With our Grande Package, we can step in and take over, make sure the rest of your checklist gets completed, all your loose ends are neatly tied up, and you can go back to being the stress-free couple everyone knows and loves.

- Initial consultation to determine the current status of planning, and to help us understand your personality, taste, and style
- Unlimited phone consultation during normal business hours and unlimited e-mail consultation throughout the entire planning process
- Up to three face-to-face meetings during the planning process
- One face-to-face wrap-up meeting prior to the rehearsal
- Etiquette advice
- Budget review
- Venue and vendor research and referrals (choose up to four categories)
- Coordinate venue and vendor appointments
- Review venue and vendor contracts
- Attend final venue and vendor meetings as needed
- Assist with finalizing wedding and reception site decor and design
- Assist with seating charts and diagrams
- Follow-up with all contracted vendors
- Create timelines for wedding day
- Coordinate and run wedding rehearsal
- Collection of small personal items at rehearsal to be brought and set up on wedding day (welcome sign, seating chart, programs, place cards, guest book, card box, toasting flutes, cake server, favors, photos, table numbers)
- Use of the Wedding Day Emergency Kit
- One Event Manager for the day of the event
- One Event Assistant for the day of the event
- Greet vendors and coordinate set-up of the ceremony and reception
- Oversee and manage all details on your wedding day, including supervising set up of decor and coordinate the timing of events from beginning to end
- Ensure that wedding gifts are loaded into the designated driver's vehicle
- Disperse tips and final payments to vendors on wedding day



## LUXE PLANNING PACKAGE

*STARTING AT \$6495*

Cakes? Lighting? Linens? Decor? There's a lot that goes into planning a wedding, and you don't know where to start. Our Luxe Package takes away all the guessing and helps you enjoy the months leading up to your wedding day! We find you the right location, introduce you to fantastic vendors, and build you an event that fits your personality and budget. So, enjoy being engaged and let us create an event you and your guests will remember for a lifetime.

- Initial consultation to determine the current status of planning, and to help us understand your personality, taste, and style
- Unlimited phone consultation during normal business hours and unlimited e-mail consultation throughout the entire planning process
- Up to five face-to-face meetings during the planning process
- One face-to-face wrap-up meeting prior to the rehearsal
- Etiquette advice
- Detailed budget planning
- Design Session meeting with Design Board creation
- Venue and vendor research and referrals (choose up to nine categories)
- Coordinate venue and vendor appointments and attend meetings as needed
- Review venue and vendor contracts
- Assist with menu selections
- Assist with cake selection
- Assist with selection and design of save-the-dates, invitations, day-of stationery and signage
- Assist with music selections for ceremony and reception
- Assist with selecting hotel room blocks
- Assist with transportation logistics
- Assist with seating charts and diagrams
- Create timelines for wedding day
- Coordinate and run wedding rehearsal
- Collection of small personal items at rehearsal to be brought and set up on wedding day (welcome sign, seating chart, programs, place cards, guest book, card box, toasting flutes, cake server, favors, photos, table numbers)
- Use of the Wedding Day Emergency Kit
- One Event Manager for the day of the event
- One Event Assistant for the day of the event
- Greet vendors and coordinate set-up of the ceremony and reception
- Oversee and manage all details on your wedding day, including supervising set up of decor and coordinate the timing of events from beginning to end
- Ensure that wedding gifts are loaded into the designated driver's vehicle
- Disperse tips and final payments to vendors on wedding day