



## The Whole Thing! **Full Service Planning**

This package is best designed for couples who haven't started planning and would like assistance for the entire process. We will take your vision and ideas and execute them on your BEST DAY EVER.

General overview of services included in this package:

- o Initial consultation meeting and follow up planning sessions
- o Unlimited phone and email communication prior to the event
- o Design proposal and management and direction of all design vendors
- o Management of budget
- o Assistance finding and contracting your venue include a venue scouting trip
- o Hiring and management of wedding vendors
- o A detailed day of timeline and event production schedule
- o Reception layouts created alongside your rental team
- o Vendor confirmation the month prior to your event
- o Coordination of your ceremony rehearsal the prior to your wedding
- o Décor and prop set up the day of
- o Direction of the bridal party throughout the wedding day
- o Onsite management and coordination of all wedding vendors
- o Final payment and tip distribution
- o Breakdown of décor and gifts

Your savings: Approximately 100+ hours of calls, emails, meetings and continuous interaction needed with the vendors the day before and during the wedding.

Want more information? Contact us at [bestdayeverpgh@gmail.com](mailto:bestdayeverpgh@gmail.com) and let's chat!