



Love Package

The Love Package is designed for the Bride who wants to do all her own planning, but would like the benefit of having professional support during the final stages of planning. This includes vendor recommendations, the rehearsal, ceremony and wedding day.

pricing and SERVICES

One Hour Initial Consultation
One Hour Consultation to Finalize Planning
Three Hours Behind the Scenes
Two Hours of Vendor Meetings
One Hour Setup for Ceremony
Two Hours Setup for Reception
One Hour Rehearsal Coordination
One Hour Ceremony Coordination
Four Hours Reception Coordination
Sixteen Hours or More

complimentary CONSULTATION

Review Wedding Ceremony and Reception Ideas
Review Secured Vendors and Vendor Preferences
Review Wedding Day Style, Theme and Size
Review Budget and Planning Organization
Bride Associates Services Presentation

behind the scenes PLANNING

Unlimited Phone Calls and Emails
Prepare Detailed Wedding Day Timeline
Prepare Rehearsal Outline
Prepare Vendor Contact Information
Phone each Vendor to Confirm Setup Time
Address Vendor Questions
Confirm Directions/Delivery with Vendors
Email /Fax Wedding Timeline to Vendors
Email /Fax Timeline to Wedding Party
Email Rehearsal Outline to Wedding Party
Confirm Receipt of Wedding Day Timeline
Review Vendor Final Payments
Etiquette Guidelines

vendor RECOMMENDATIONS

Assist in Selection of Vendors
Choice of Three Vendor Recommendations Including:

- Ceremony Officiant
- Ceremony / Reception Music
- Florist
- Photographer
- Videographer
- Bride and Groom's Cake

Set up Appointments with Vendors
Evaluate Vendor Contracts
Attend Vendor Meetings when Available

final planning CONSULTATION

Make Suggestions on Personalizing Ceremony and Reception
Create Ceremony Seating Arrangements for Family and Guests
Create Outline for Bride Associates To Do's
Finalize Reception Room Layout and Floor Plan
Create Wedding Day Timeline for Wedding

pre ceremony and reception COORDINATION

One Hour of Rehearsal Coordination
Arrive One Hour Prior to Ceremony
Welcome Vendors, Wedding Party and Guests to Ceremony
Supervise Setup of Ceremony Rentals
Supervise Setup of Ceremony Flowers
Supervise and Direct Photographer and Videographer Setup
Supervise Setup of Musicians and Vocalist
Coordinate with Ceremony Location Coordinator
Arrange Guestbook Table and Programs
Set-up of Unity Candle and/or Memorial Candles
Advise Guestbook and Program Attendants
Advise Ushers of Proper Seating of Special Guests and Family
Coordinate Pre Ceremony Photos with Photographer
Distribute Flowers to Wedding Party and Family Members
Pin Boutonnieres and Corsages on Wedding Party and Family
Assist Wedding Party with Last Minute Details and/or Changes
Confirm Possession of Rings Prior to Ceremony
Arrive Prior to Vendor Setup at Reception
Supervise Vendor and Facility Setup
Transfer Guest Book from Ceremony to Reception
Set up Sign In Table with Guest Book at Reception
Set up Bridal Portrait and Engagement Photos
Set up Cake Table with Toasting Flutes and Cake Cutting Set
Set up Table Numbers, Escort Cards and Place Cards
Set out Favors, Candles and Menus on Guest Tables
Additional Setup by Bride Associates as Discussed in Contract

ceremony and reception COORDINATION

Line Up Bridal Party and Family for Processional
Cue Musicians for Entrance of Processional
Make Sure Bridal Party and Family's Attire are in Place
Cue Bridal Party and Family to Enter into Ceremony
Straighten Veil and Bustle Bride's Gown
Assist with Late Arrivals/Distractions that Disrupt the Ceremony
Be Prepared with Wedding Day Emergency Kit
Line up all Bridal Party for Announcements at Reception
Maintain and Coordinate Time Line for All Events during Reception
Cue Bride and Groom, Best Man, and Parents for Special Events
Deliver Final Payments and Tips to Vendors If Applicable