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**"Day-of" Coordination**  
  
  
**“Day of” Coordination service is designed for the couple who has put all the pieces together and sweat equity, but would like to sit back and truly enjoy their wedding day as they have envisioned. This allows them the opportunity to see all their hard work come to fruition while they concentrate on making lifelong memories. Starting at least 4 weeks prior to your wedding date, I will provide you with “a month of direction”.**  
  
**Package Includes:**  
  
**· Up to 3 meetings to determine the facets and overall construction of the wedding event; one in person meeting required  
  
· Initial "Walk-through" of selected Ceremony & Reception Site  
  
· Confirmation of all vendor services 2 weeks prior to the wedding  
  
· Detailed itinerary for all service providers  
  
· Basic wedding itinerary for wedding party participants/attendants  
  
· Up to fifteen (15) Phone Calls (within normal business hours)  
  
· E-mail Access to Consultant  
  
· Wedding Etiquette Consultation  
  
· Rehearsal Direction (1 hour)  
  
· Restroom Amenity Baskets for Wedding Reception Venue (optional)  
  
· "Late Night Goodies” basket - selection of snacks and beverages for your wedding night   
  
· Comprehensive Wedding Day Management\***

***\*(Includes supervision at Ceremony & Reception, direction of setup at event sites and placement of simple decor items such as place cards, favors, guest book, unity candles/sand, etc.)***  
In addition to your onsite wedding director, an appropriately trained coordination staff will be present to ensure the efficient management of your event.  
  
  
\*\*Your final coordination fee will be dependent on individual factors such as event complexity, size of wedding party, number of guests and location.  
  
**\*\*\*This is not a planning service - it is coordination only. This service typically cannot be contracted earlier than 4 months from the date of your event. While we wish to assist and accommodate you on your special day, unfortunately, we cannot accept clients who are less than 4 weeks from their wedding date.**

**For an additional cost:**

**Rehearsal Dinner Planning/Execution**

**Candy Station**

**DIY Photo Booth**