

The Total Package

Total Package Option #1~ “Just What I Needed!”

Make My Day for Event Planning Management

- 1 meeting 6 weeks prior to your event date (Email/phone consultations limited to 6 weeks prior to wedding)
- Organization of all contracts and event vendors and creation of a detailed timeline for your event
- Attendance at ceremony rehearsal (not rehearsal dinner) by lead coordinator
- Event day-of management (lead coordinator & asst coordinator) of the timeline details and all vendors including all décor set-up and break-down for entire event day

Coastal Tents & Events

- Based upon selections, but you will receive 10% off for being a Total Package client.

Styled

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Total Package Option #2~ “My Perfect Fit!”

Make My Day for Event Planning Management

- 3 meetings (in person or by conference call) to plan design and details of event weekend with planner throughout planning process (Unlimited email/phone consultations)

- Rental management and oversight of linen sizing, table décor, tenting/décor and layout and design of your event space
- Contract review of Catering, Musicians, Rentals, Florals, Photographer
- Organization of all contracts and event vendors and creation of a detailed timeline for your event
- Attendance at ceremony rehearsal (not rehearsal dinner) by lead coordinator
- Event day-of management (lead coordinator & asst coordinator) of the timeline details and all vendors including all décor set-up and break-down for entire event day

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Total Package Option #3~ “The Whole Shebang!”

Make My Day for Event Planning Management

- As needed meetings (up to 5) to plan design and details of event weekend with planner throughout planning process (unlimited email/phone consultations)
- Rental management and oversight of linen sizing, table décor, tenting/décor and layout and design of your event space
- Contract review and handling ALL communication for Catering, Musicians, Rentals, Florals, Photographer, Transportation and Accommodation vendors for couple including coordination of payments to vendors
- Assistance with locating and contracting rehearsal dinner space as well as event venue for wedding/reception
- Organization of all contracts and event vendors and creation of a detailed timeline for your event

- Attendance at ceremony rehearsal and assistance with set up and clean up for rehearsal dinner space
- Event day-of management (lead coordinator & asst coordinator) of the timeline details and all vendors including all décor set-up and break-down for entire event day
- Budget management & RSVP tracking assistance

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Enhanced Total Package Options Include:

In addition to the vendors listed above, The Total Package can manage and oversee contracts and services from our favorite event professionals for an enhanced “Total Package”.

- customized vintage & posh event furniture rentals
- personalized logos for bars & table décor
- event personalized wood signage
- salon services management
- gift bags/favors creation & order management
- calligraphy services for invitations, place cards & event signage

We Happily Extend Complimentary Event Consultations.

For Total Package inquiries or to further customize a package, please email Ashley@makemydayevents.net or ttp@styledde.com