



## "TASTEFUL CHIFFON" HOURLY SERVICES OR CUSTOM PACKAGE

This package includes a combination of any of the following services:

- Complimentary initial consultation to determine wedding needs
- Budgeting assistance
- Wedding timeline and checklist
- Assist with or provide guidance on gown selection
- Assist with or provide guidance on accessory selection
- Research and secure contracts with ceremony and reception venues
- Research and secure contracts with reception vendors
- Provide vendor gratuity guidelines
- Arrange vendor walk through at your reception site with key wedding vendors; Review details of timeline, floor plan and logistics.
- Assist with your wedding theme and design
- Coordinate engagement photo shoot
- Arrange engagement party
- Arrange transportation for bride, groom, and bridal party
- Arrange lodging for out-of-town guests
- Arrange bridal suite reservation
- Deliver welcome packages to hotel(s) for guests
- Arrange weekend activities for out-of-town guests
- Arrange bridesmaid luncheon
- Arrange rehearsal dinner
- Arrange "day-after" brunch
- Ensure timely ordering and pick-up of attire for bride, groom, and bridal party
- Assist with choosing favors, invitations, and programs
- Provide caterer with final guest count
- Assist with honeymoon details
- Provide personal assistance for bride and groom on wedding day
- Ensure the decorating of venues is as requested
- Meet with bride and groom weeks before wedding to go over wedding day details
- Design personalized itinerary/time line of wedding day details
- Provide final confirmation of services for all vendors
- Create wedding day schedule and distribute to key wedding day vendors, as needed
- Coordinate ceremony rehearsal, ceremony, and reception
- Assist with ensuring that bridal party is aware of your expectations of them
- Distribute wedding day timelines to bridal party during ceremony rehearsal
- Manage the collection of gift deliveries on wedding day
- Greet vendors on wedding day
- Assist with preparing a must-have shot list for the photographer and videographer

- Assist with preparing your "must play" and "don't play" lists
- Resolve vendor questions and concerns
- Ensure table cards are set per your request
- Receive any items you're bringing for the ceremony and reception at rehearsal, to alleviate the stress of forgetting something on wedding day
- Pin on boutonnieres and corsages
- Ensure guest book is signed by guests
- Coordinate and direct all wedding day vendors to ensure your contracts with each are fulfilled and complete
- Finalize reception seating arrangement with caterer
- Manage clean-up of reception site
- Wedding emergency kit for unexpected situations
- Distribute final payments and tips to vendors
- Coordinate transportation of accessories, flowers, and gifts with individuals of your choice
- Welcome packages for out-of-town guests
- Custom-made ring bearer pillows
- Custom-made flower girl baskets
- Customized invitations with vellum or other specialty paper and/or types of media
- Customized programs with vellum or other specialty paper and/or types of media
- Arrange lodging for out-of-town guests
- Assist with wedding errands
- Coordinate preservation of wedding gown
- Coordinate preservation of bridal bouquet
- Coordinate ceremony rehearsal
- Coordinate ceremony
- Coordinate reception
- Answer etiquette questions

\$60.00 hourly rate; \$200 service minimum