

One Fine Day

www.onefinedayct.com

860-837-4096

AN AFFAIR TO REMEMBER



FULL WEDDING PLANNING PACKAGE



Package Includes:

- Initial consultation
- Three sit down meetings
- Unlimited phone & email access
- Vendor recommendations
- Schedule & attend all vendor meetings
- Will hire & book all vendors, venues, + handle contracts
 - Track deposits & payments due - assist with budget
- Choose, order & send out Save the Date's & invitations
 - Keep track of RSVP's
 - Reserve hotel room(s)
- Be the main contact for all guests
 - Marriage license guidance
 - Create wedding website
 - Plan rehearsal dinner
- Book transportation for Bridal Party + guests
- Assist with floor plans and seating arrangements
 - Confirm with all vendors & venues prior to
 - Confirm details with wedding party prior to
 - Create & deliver guest welcome bags
 - Attend & facilitate wedding rehearsal
 - Decorate rehearsal dinner site
 - Decorate ceremony & reception site
 - Check in vendors on the day of
 - Be present for the entire Wedding Day
 - Orchestrate the ceremony processional
- Assist with guest transition from Ceremony to Cocktail to Reception Site
- Pin corsages, direct guests & ensure vendors are set up and are on time
- Dim lights, check restrooms and coordinate with venue director
 - Deliver checks/Final payments
- Ensure reception goes according to plan
- Pack up wedding gifts and all personal items