A La Carte Wedding Planning Services

{Customizable Rate}

**RSVP Management**

Have your RSVP cards mailed directly to our office to save the hassle of keeping track of who is and who isn’t coming to the wedding, how many guests they are bringing, and what entree choices they have selected for dinner? Using your guest list, we will create and maintain a spreadsheet that is updated weekly with guest responses from your RSVP cards. Once the RSVP date has passed, we will give you a list of guests to contact who have not replied with their RSVP. Once you have the responses from those guests and share them with us, we will update the list with the final information and share with all relevant wedding professionals including the venue, rental company, and the caterer.

**Guest Welcome Bags**

Make your guests feel honored and welcome by gifting them a welcome bag when they arrive at their hotel. Guest welcome bags can be simple with a few snacks, a local map, and a bottle of water, or they can be more upscale with personalized canvas bags that include wine, beer, gourmet treats, and a gift for the guest.

We would love to help procure the packaging and contents for your guest welcome bags. We can also deliver the bags to the local lodging locations where guests are staying.

**Attire Shopping & Fashion Consulting**

Not sure you want to handle wedding gown, tuxedo shopping, and fashion coordination on your own? Our planners can schedule and attend bridal gown and tuxedo appointments, attend shopping excursions with the bridal party, make recommendations for accessories, and give fashion and style advice for the wedding day.

**Hourly Concierge Assistance**

For those weeks when you need an extra hand with wedding-related tasks, we offer hourly concierge assistance. We can run errands, assist with crafts, and DIY projects, and provide administrative help. Service is based on the availability of your planner and must be hired at least one week in advance. Round trip travel time for tasks is counted towards the concierge hours.

Invitation Assembly, Stamping, and Mailing

If you don’t have time to assemble, stamp, and mail wedding invitations, you can add this service to your planning package. Your planner can assemble, stamp, and mail invitations (include stamping RSVP envelopes). As part of this service, your planner will take a completed invitation to the post office to determine the correct postage needed. If you choose to hire a calligrapher, your planner will coordinate the logistics of getting the invitation envelopes to the calligrapher for addressing.

 **Suggested Vendor List**

Our team of planners will assist and recommend a minimum of 5 vendors for your specific requests.

**Budget Planning**

If you don’t have time or know where to start for budget planning purposes, our team of planners will create a budget planner for you to use throughout your planning processing.

**Wedding Day Timeline/Schedule**

Have everything planned out but not sure how to make sure it comes together? Well our team will provide you with a Timeline and scheduled to distribute to your vendors so that the day comes together perfectly

**Event Layout/Floor Plan**

Not sure how to put everything together with the vision you have? Well our team of designers can put together a layout and floor plan that will be flawless.

**Rehearsal Dinner Planning/Coordinating**

Just need some assistance with the rehearsal dinner planning and coordination we have you covered. This service comes with a total of 6 hours of service.