

### **Platinum Package - Full Planning - Starting at \$2600**

Price above reflects events up to 150 guests, basic décor set up, within 30 miles of Akron, Ohio.

- Includes all services in “Diamond/Day of Coordination” Package, with the addition of:
- Unlimited emails between client and planner
- Calls to planner - Unlimited
- Face to face meetings - 3  
(not including initial consultation and final review meetings)
- Wedding budget - updated and emailed as needed
- Wedding checklist / planning timeline - updated and emailed as needed
- Theme and style creation assistance
  - ❖ Includes reception as well as ceremony design (does not include materials)
- Vendors\*
  - ❖ Selection Assistance
  - ❖ Arrange meetings between vendors and client
  - ❖ Attend up to 15 vendor appointments of clients choice
  - ❖ Review contracts
  - ❖ Provide vendors with ‘day of’ timeline
  - ❖ Confirm details with all vendors 10 days prior to event
- Attend final dress fitting (learn bustle)
- Invitation management
  - ❖ Ordering assistance (Does not include cost of invitations or postage)
  - ❖ Address invitations based on finalized guest list
  - ❖ Manage and track all responses and provide final guest count to vendors
  - ❖ Gift Tracking
- Bridal registry advice and wedding website assistance
- Engagement Party Planning Assistance
  - ❖ Venue Selection
  - ❖ Catering and décor Coordination
  - ❖ Invitation service (does not include cost of invitations or postage)



- Bridal Shower Planning Assistance
  - ❖ Venue Selection
  - ❖ Catering and décor coordination
  - ❖ Invitation Service (does not include cost of invitations or postage)
  
- Reserve hotel room blocks and assist with transportation for out of town guests
  
- Table settings and seating management assistance
  - ❖ Computerized guest list and detailed seating chart
  
- Rehearsal Dinner Planning
  - ❖ Venue selection assistance
  - ❖ Reservations
  - ❖ Invitation and RSVP management (Does not include the cost of invitations or postage)
  
- Honeymoon planning assistance
  - ❖ Research destinations based on budget
  - ❖ Assist with travel arrangements
  - ❖ Provide checklist for items 'not to forget'
  
- Rental Returns (Tuxedo, cake accessories, linens, etc...)
  
- Guest favor assistance/construction (cost of materials not included)
  
- Delivered Welcome Baskets for out of town guests
  - ❖ up to 20 – more than 20 are additional \$24.95 per basket



**Additional services available and are billed at an additional charge based on the service.**

