

# PREMIUM SERVICE

INVESTMENT OPTIONS Guest count 80-135: \$3,000 Guest Count 136-185: \$3,600 Guest Count 186-250: \$4,250 Guest Count 251-350: \$4,950 Guest Count 351+: \$5,400

"BECAUSE IN YOUR DREAMS, EVERY DETAIL MATTERS"



## FULL PLANNING

It takes time, flexibility, days of research, and a high-stress tolerance to plan a wedding. Are you able to add that to your already busy schedule? Between work, social engagements, children, pets, and just your daily routine, 78% of people do not have the time to plan a wedding on top of it and do it perfectly.

If you still want to have a life then you are looking for someone you can communicate your desires to and they somehow make it happen without leaving you out or taking full control. We are this 'someone' We become your voice, partner and resource for all that you need. We write out your logistics, answer your questions, and handle all the communications. This is how we afford the opportunity for you and your fiancé to enjoy the fun, love, and create memories to not be forgotten along your journey to the altar. Simply communicate your vision and express your desires.

# **PRE-WEDDING**

- Unlimited consultations via phone, email and in person. No matter how small the detail is we will be here to help you with your special day.
- Assistance in designing a style and theme for your wedding
- Assistance in researching a ceremony site and an officiant
- Research and recommend wedding reception sites
- Accompany you to wedding/reception sites
- Establish a wedding budget
- Arrange appointments with vendors
- Review and negotiation of vendor contracts
- Provide wedding/invitation etiquette advice
- Research and confirm accommodations for your guests
- Provide you with a monthly progress schedule and update you on all items to be completed
- Creation of your personalized wedding day schedule
- Confirmation of all final details and dates of vendors
- Coordination of the wedding rehearsal and pre-wedding activities including organization of the wedding processional and recession, ensuring that everyone is aware of their duties

## DAY-OF

Assistant One will stay with the bride:

- Helping the Bride dress into her gown and train
- Management of the transportation
- Accompanying the wedding party to the ceremony site
- Preparing the wedding party for the processional
- Pinning boutonnieres and corsages for honored guests and wedding party
- Preparing the Bride before she walks down the aisle
- Ensuring that all of the finishing touches, no matter how small, are completed to your satisfaction. Assistant Two oversees reception site set up:
- Receiving deliveries and greeting/supervising vendors
- Overseeing and/or decorating reception site (unity candle, pictures, box top of wedding cake, guest book, toasting glasses, cake knife, favors, place cards, escort cards, table numbers, menus) and box up items at the end of event (if you do not see an item you need set up, please inquire before booking for any additional fees it may cause)
- Ensuring the scheduled timeline is followed
- Distributing final payments and/or gratuities to all of your vendors
- Placing of reception/place cards, favors, etc.
- Ensuring that any special requests made from your guests are granted (i.e. food allergies, highchairs)

#### CEREMONY

- Overseeing and/or decorating ceremony site
- Assistance with corsages, boutonnieres, flower girl's basket, etc.
- Assistance with processional
- Cuing of DJ/Band, photographer, videographer, etc. in accordance of the timeline
- On-site assistant from beginning to end
- Gathering wedding party and family members for pre or post ceremony photos
- Breakdown and packing of all personal belongings from ceremony site

## RECEPTION

- Greeting your guests as they arrive for cocktail hour and assisting them with their needs
- Bustling your gown
- Preparing your bridal party for their grand entrance
- Coordination with the DJ/band, photographer, videographer, caterer, etc. in accordance of the timeline
- Distribution of final payments/gratuities as needed to vendors
- Transportation of boxed up personal items to WDDM's vehicle

#### **POST WEDDING**

- Packing of wedding items (i.e. Disposable cameras, guest books, toasting glasses, top layer of your cake and your gifts, guest books, toasting glasses)
- Return of small rental items (to be discussed)
- Collecting and packing the items from your wedding (i.e. )
- Recommendations for your honeymoon

Because accidents can happen, our team always travels with an emergency bag containing many necessities... and you are never charged for borrowing from it!

Additional Charges:

- Mileage in excess of 50 miles from Taunton, MA: \$50.00
- Drive time over 1 <sup>1</sup>/<sub>2</sub> hrs from Taunton, MA: Overnight accommodation
- Overtime (over allotted 8 hours): \$100.00/hour

