Day of Coordination $1500.00

Payable to Heidi Ann Faires

DAY OF COORDINATION

Day of Coordination consists of the following:

Building timeline of events for day of the rehearsal, wedding & wedding reception.

1 1/2 hour rehearsal with wedding party and immediate family.

Assists in helping build a layout for the wedding reception.

Assists in all recommendations of vendors for hire.

Staging and setting up for wedding & rehearsal. This consists of adding all décor brought in by the client & setting up the floorplan created by the client.

Assists in table layout for décor. (I am happy to help create a floorplan with the client)

Responsible for breakdown of the event at the end of the evening and breaking down all the rentals brought in for the day of the event.

Timeline will consist of:

Bride & Groom immediate family to be ushered in for seating.

Line up of the groomsmen and bridal party for the ceremony, including any and all ring bearer or flower girls.

Assists with pinning any boutonnieres for wedding party and wedding party family.

Creates line up for the ceremony, grand entrance for reception and grand exit.

Creates a timeline of events for after the ceremony & during the reception.

This includes, grand entrance of bride & groom, first dances, cake cutting, toasts, bouquet toss and grand exit of the bride and groom.

The day of coordinator will cut the cake up for the guests, as well as pack to-go food and cake in the get a way vehicle for both bride and groom.