

PRICE GUIDE

# MPRESSED EVENTS

## WEDDING PLANNING PACKAGES



**DAY OF  
COORDINATION**

Starting at \$750

**PARTIAL  
PLANNING**

Starting at \$2900

**A-Z  
PLANNING**

Starting at \$3500

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# A-Z WEDDING PLANNING

## \$3500+

### PRE-WEDDING DAY

- Venue sourcing, walkthroughs & negotiations
- Vendor Negotiating
- 5 Planning Meetings (including an initial consultation)
- Assistance with determining color scheme, theme, style of wedding, concept design of floral, linen & other decor
- Prepare estimated budget & guide couple to ensure you remain on budget
- Venue floor plan mapping & layout
- Bridal party checklists
- Development & management of wedding day timeline for bridal party & vendors
- Scheduling & coordinating vendor's arrival times, set up details, event logistics & timeline
- Wedding rehearsal coordination & management

### WEDDING DAY

- Ceremony, cocktail hour & reception management
- Ceremony, cocktail hour, & reception design and setup
- 12 hours onsite coordination
- 1 Wedding Coordinators on site
- Bridal Party Attendee
- Bride & Groom Emergency Kit
- Meet vendors at site for deliveries & setup
- Distribute bouquets, boutonnieres & corsages
- Distribute ring pillow & flower baskets



# PARTIAL PLANNING

## \$2900+

### PRE-WEDDING DAY

- Vendor Recommendations
- 3 Planning Meetings (including our initial consultation)
- Assistance with determining style of the wedding, concept design of floral, linen & other decor
- Venue floor plan mapping & layout
- Bridal party checklists
- Development & management of wedding day timeline for bridal party & vendors
- Scheduling & coordinating vendor's arrival times, set up details, event logistics & timeline
- Wedding rehearsal coordination & management
- Unlimited email and text communication

### WEDDING DAY

- Ceremony, cocktail hour & reception management
- Ceremony, cocktail hour, & reception design and setup
- 12 hours onsite coordination
- 1 Wedding Coordinators on site
- Bride & Groom Emergency Kit
- Meet vendors on-site for deliveries & setup
- Distribute bouquets, boutonnieres & corsages
- Distribute ring pillow & flower baskets



# DAY OF COORDINATION

## \$750+

PRICING IS BASED ON A GUEST COUNT OF 25 PEOPLE

### PRIOR TO WEDDING

Confirm with hired vendors upon signed contract. Follow up with vendors one week before your wedding

Create Ceremony and Reception Timeline

Distribute wedding timeline to vendors

1 hours wedding rehearsal coordination

### CEREMONY & RECEPTION

Up to 10 hours of coordination

Act as a liaison between you and your vendors to ensure that your ideas are carried out and activities are kept on time

Set up of Ceremony Items (guest book, aisle runner, unity ceremony items, programs,)

Distribute bouquets & pins corsages to bridal party, attendants & family members

Coordination of ceremony details – directing the officiant, groom and groomsmen, cueing ceremony musicians, direct ushers and helpers with seating and program distribution.

Help guide guests from ceremony location to the cocktail hour location and/or reception

Assist guests and answer questions as needed

Distribute final payments & gratuities as needed to vendors

### AFTER EVENT

Give gifts and remaining ceremony and reception items to designated representative (card box, gifts, top cake tier, leftover food items, cake and knife server, cake stand)

FULL access to the Bridal “Emergency Kit” ~ Trust me, it always comes in hand



# CEREMONY + RECEPTION DECOR ONLY \$4500+

PRICING IS BASED ON A GUEST COUNT OF 75 PEOPLE

## CEREMONY

- 24x36 Signature Board w/ permanent markers or paint pens (Guests sign the board with congratulations and words of wisdom) (1ct)
  - welcome table (sanitizing station, guest sign in)
  - aisle runner
- round or triangular arch (floral & drapery available)
  - white chair sashes
  - end of aisle chair decor
- aisle decor (cylinder vases, candles, greenery or silk rose petals, 2 lanterns)

## RECEPTION

- Luxe Backdrop with Wooden Name Plate
- 7ft Gold Infinity Arch or 6ft Gold Square Arch
  - Gift Table setup w/ Card Box
- Cake Table Setup (side tables, columns, displayware, vases, cake stand, and/or risers)
  - Cocktail Hour Decor
- Coordinating Disposable Napkins and Cups (75ct of each)
  - Grass Wall Rental
- Tablescape for Guests (runners, chargers, table numbers)
- Up to 10 Coordinating Centerpieces with faux floral arrangements
  - Up to 80 Chair Sashes
- Choice of three 24x36 printouts (welcome sign, menu, unplugged wedding, seating chart, photo enlargements, etc.)
  - 5x8 Signature Drink Menu (2ct)
  - 5x8 Acrylic and Gold Frames (5ct)
  - 5x8 Custom Signage (5ct)

## SWEETHEART TABLE SETUP

- White table linen
  - "Mr & Mrs" sign
- Table Setting (chargers, luxe napkins, napkin rings)
  - Prop Rental, Vases, Candles, Pillars
  - Large Luxe Floral Decor

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## CEREMONY DECOR



*one*

*two*

*three*

**\$1150**

- 25–30 vases with floating candles and submerged floral down the aisle
- luxe greenery around vases
- 6 floral accents on 1st, middle and last row aisle seats
- 2 luxe floral and greenery arrangements on hexagon arch

**\$950**

- 15–20 vases w/ floating candles down the aisle
- rose petals around vases
- 1 floral arrangement on hexagon arch

**\$750**

- 10 to 12 vases w/ floating candles
- 2 white pillars
- 2 floral centerpieces
- 2 large vases

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## RECEPTION DECOR



*one*

**\$3000**

- tablescape for 80–100 guests (runners, luxe chargers, table numbers, greenery accent)
- up to 10 coordinating centerpieces (floral, vases, candles, votives, theme decor)
- 1 signature drink menu
- 1 custom backdrop
- throne chair or specialty seating
- sweetheart table setup w/ large floral arrangement
- gift table setup w/ Card Box
- cake table setup (pillars, acrylic stands, gold stands)

*two*

**\$2500**

- tablescape for 51–79 guests (runners, chargers, napkin rings, table numbers)
- up to 8 coordinating centerpieces (floral, vases, candles, theme decor)
- 1 signature drink menu
- 1 draped backdrop
- specialty seating
- sweetheart table setup
- gift table setup w/ card box
- cake table setup

*three*

**\$2000**

- tablescape for 50 or less guests (runners, chargers, table numbers)
- up to 5 coordinating centerpieces (floral, vases, candles, votives)
- 1 signature drink menu
- 1 draped backdrops
- sweetheart table setup
- gift table setup w/ card box
- cake table setup



# PARTY WITH ME

DOMINIQUE L. *James*

## MPRESSED EVENTS

☎ 407-630-7554

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