

THE ASSISTANT

STARTING AT \$2800

You've done some of the planning, but you want an extra set of eyes, hands and feet to help you bring it all together.

Begins 3-6 months prior to the wedding.

Unlimited contact: phone, email, Zoom, one monthly in-person

Supplier Contract Review & Confirmation

Assistance with final supplier selection

Budget review & final payment management

Creation of schedule timeline & worksheets

Rehearsal & rehearsal dinner oversight

Ceremony & reception setup/oversight

Complete management of wedding day flow

Principal planner & asst. coordinator on wedding day

Clean-up & breakdown of ceremony & reception

Post-wedding follow up

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