



## Planning/Coaching Management Package

*This package is perfect for couples that have plenty of time for wedding planning activities but are looking for guidance from a professional to help make decisions, find the perfect wedding providers, and pull all of your plans together.*

*This package includes:*

### Pre-Wedding Day

- During your initial strategy meeting, you will spend personal time with Lexi sharing the vision for your wedding. You will talk about everything from the fun details to your planning timeline to your budget. After this meeting, Lexi will have a clear vision of what your desires are so she can recommend great wedding providers, put together a budget for you to use, and guide you with regular check-in meetings through your planning months.*
- Four (4) 1.5-hour planning meetings, either in person or via Zoom, with you, including the walk through at the ceremony and reception venue(s)*
- Regularly scheduled check-in calls during planning to review your wedding planning timeline and allow you to ask any questions.*
- Assistance with wording on invitations, program, etc.*
- Lexi will help you with the layout and flow of your wedding to assure that everything will go as you are planning.*
- Use of "WED TEXTS" to keep wedding party, parents, and guests up to date. This is an amazing tool that makes your wedding an enjoyable experience for everyone involved.*
- Ongoing etiquette and protocol advice*
- Assistance with venue selection if needed*
- Proofreading of all printed materials such as invitations and programs*
- Regular contact via email during business hours*

### Budget Formation & Guidance

- Lexi will help you develop a wedding budget so you will have a document you can refer to regularly to see where you might be spending a little more and where you are saving so you won't have surprises.*



### *Coordination of Providers*

- *Lexi will personally recommend providers that she feels would be a perfect fit for you. She will make email introductions so you can check their availability, meet with them if necessary, and select your favorites.*
- *After you make your decisions, Lexi will personally review your contract with each of your providers.*
- *Lexi will create your wedding day timeline and contact each of your providers to confirm final details.*
- *Schedule and attend final meetings with Venue, Caterer, and DJ/Band.*

### *Wedding Rehearsal*

- *Lexi will personally be at your wedding rehearsal so you can relax and enjoy yourselves. She will work with your officiant to efficiently take your family and wedding party through the ceremony.*
- *At the rehearsal you will be able to hand over all items for your wedding from the guest book to any remaining payments and gratuities for your professionals. This is when you can take a deep breath and know that your work is done and now you can just enjoy your amazing time.*

### *Direct Wedding Day Festivities*

- *On the day of your wedding, Lexi and her staff will masterfully manage all of the moving parts to make sure no detail is overlooked. They will be your voice for your guests, wedding professionals, and wedding party and everyone will know who to go to for any questions.*
- *Having your timeline overseen by a wedding expert assures that any last-minute changes are handled with ease so everything will fall into place.*
- *Lexi and her staff will be there from set-up until the last detail is taken care of for up to 9 hours.*
- *Lexi and her staff do not hang décor from ceilings or place any décor that needs a ladder to do so.*