



A WEDDING BOX

CONSULTING AND COORDINATING

You have a busy schedule and need help planning every detail of your wedding which is just around the corner and you are stressed over the final details. Maybe you thought planning your wedding would be fun but it has now become a bit overwhelming. Whatever your situation, **A Wedding Box has a custom package to fit all of your exact needs. Having a wedding consultant isn't a luxury, it is a wise choice which saves you frustration, time and money.**

A Wedding Box can help you from the moment of your engagement to the after wedding thank you notes or just hold your hand on your wedding day...what ever your heart desires.

We bring your vision, ideas and style together with our experience to customize a wedding that is perfect and uniquely yours, stress-free and within your budget.

With **A Wedding Box you always have the guidance of a professional in the palm of your hand. If you have wedding planning questions, **A Wedding Box** has the expert answers, tips and planning secrets!**

You can get free planning advise!

- ♥ **By "liking" and posting your questions to our Facebook page.**
- ♥ **Reading the articles we write and post to our website.**
- ♥ **Reading the questions and answers we post to our blog.**

All of our packages include unlimited text and email for advice and support. Wondering if you need a guest book attendant or where your step-mother should sit? Just text or email us for all your expert answers.

Our packages are based on how much help you need, not how much money you have. All pricing is detailed in our brochure up front so you don't have to wait for a quote.

During your initial consultation our experienced consultant will walk you through the entire process from designing to the schedule and flow of your special day.



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INITIAL FREE CONSULTATION

You are engaged and by now your phone is full of photos and ideas but maybe you don't know where to start. Do you need a wedding consultant or maybe just a little advise and direction? Some consultants are not willing to give you any advice without first putting money down. At [A Wedding Box](#), our consultants never charge you for advise and our initial free consultation may be all you may need to get organized and get a stress free sense of direction.

Provided depending on your needs:

- ♥ **Meet at your venue, or one of our partner venues if you don't have one.**
- ♥ **Discuss all aspects of your wedding and reception.**
- ♥ **Give you venue location recommendations if needed.**
- ♥ **Walk through your event location and review their information.**
- ♥ **Analyze your venue and advise you on opportunities or limitations.**
- ♥ **Get to know you, your vision and your ideas and how we can make your dreams come true.**
- ♥ **Learn about vendors you have chosen and determine if additional vendors are needed.**
- ♥ **Give you advise and direction.**
- ♥ **Create a design concepts for your wedding and reception. Any drawings or diagrams are given to you upon booking us.**
- ♥ **If you have time to communicate some of your ideas, prior to the consultation, [A Wedding Box](#) will bring samples of linens, centerpieces, decorations and other items for you to see during this initial meeting.**
- ♥ **If you choose [A Wedding Box](#) as your consultants, we will create your personal customized wedding planning book.**



A WEDDING BOX

DIY CEREMONY AND RECEPTION COORDINATING \$250

You have time to locate your vendors, shop for decorations and accessories and you enjoy doing all the legwork for your wedding. You have friends and family to help you do all of the running around and set-up an on your wedding day, but you want your wedding to run smooth and organized. **A Wedding Box DIY package is like having a professional wedding planner in your pocket and includes:**

- ♥ **Unlimited text and email for advice and support.**
- ♥ **A meeting to discuss the flow of the rehearsal, ceremony and reception.**
- ♥ **Learning the names, position and roles of everyone in your wedding. This includes the wedding party, family and attendants.**
- ♥ **Learning the layout of the facility and plan the logistics of the ceremony and reception.**
- ♥ **Review any documents or plans from your minister or officiant and MC for the reception.**
- ♥ **Help you plan music for your ceremony and reception special moments.**
- ♥ **Create a timeline for the order of the ceremony and reception.**
- ♥ **Type up your event wedding planning guide.**
- ♥ **We will email you the final wedding planning guide for your review.**
- ♥ **A confirmation meeting to walk through your wedding planning guide with you and your friend or family member who you will have coordinating your rehearsal, ceremony and reception.**



A WEDDING BOX

**CEREMONY & RECEPTION
COORDINATING \$250 - \$350**

You have almost everything planned and under control for your wedding but you want a professional coordinator to plan and orchestrate your rehearsal, ceremony and possibly your reception so it runs smoothly. **A Wedding Box Ceremony Only coordinating package will do just that!**

The Coordinating package:

- ♥ **Unlimited text and email for advice and support.**
- ♥ **A meeting to discuss the flow of the rehearsal, ceremony and/or reception.**
- ♥ **Learning the names, position and roles of everyone in your wedding. This includes the wedding party, family and attendants.**
- ♥ **Learning the layout of the facility and plan the logistics of the ceremony and/or reception.**
- ♥ **Review any documents or plans from your minister or officiant and/or MC for the reception.**
- ♥ **Help you plan music for your ceremony and/or reception special moments.**
- ♥ **Create a timeline for the order of the ceremony and/or reception.**
- ♥ **Type up your event wedding planning guide.**
- ♥ **We will email you the final wedding planning guide for your review.**
- ♥ **A confirmation meeting to walk through your wedding planning guide with you.**
- ♥ **A professional to coordinate your rehearsal, ceremony and/or reception.**

Ceremony Only Coordinating package \$250

Ceremony and Reception Coordinating package \$350

If you are providing your own decorations but do not have a team to set them up and take them down, we can do that for you. Decorating fees are based on the amount of work and number of decorators needed.

There is an additional \$50 fee if the ceremony and reception are at different locations, as it requires additional coordinators.



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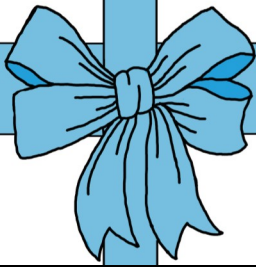
WEDDING DAY OF CONSULTING AND COORDINATING \$500

You have time and enjoy planning your location, vendors and decorations for your wedding but you want a team of professionals to take care of all the details the entire day of your wedding so you are stress free and can enjoy your perfect special day. **A Wedding Box will be with you or at your locations from sunup to sundown if necessary to make that happen!**

The Wedding Day of package includes:

- ♥ **Everything in the Ceremony and Reception Coordinating package.**
- ♥ **Unlimited phone, text and email support.**
- ♥ **Review all of your vendors information and what each is providing.**
- ♥ **Attend up to three vendor meetings if necessary.**
- ♥ **Create a detailed timeline for the entire wedding day.**
- ♥ **Oversee every detail from vendor arrivals to take down.**
- ♥ **Two professionals to coordinate your rehearsal, ceremony and reception.**
- ♥ **Take care of any last minute emergencies that may come up to make your perfect day stress free.**
- ♥ **Work closely with your vendors and the timeline so you and your family are not bothered with questions.**
- ♥ **Communicate the timeline with your photographer, videographer, DJ and caterer.**
- ♥ **Distribute and pin on any personal flowers.**
- ♥ **If you are providing your own decorations and you do not have a team to set up and take them down, we can do that for you.**
- ♥ **At the end of the reception we make sure your top tier of cake is boxed, your personal accessories (unity candles, cake servers, toasting glasses, etc.) are gathered and sent home with the friend or family member you assign.**

Our packages do not include clean up.



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THE PLANNING PACKAGE \$500

You may not need a wedding coordinator for the day of your wedding, but you do need a professional to give you a plan and direction. **A Wedding Box planning package will save you time, money and frustration while giving you piece of mind.**

The Planning Package includes:

- ♥ **Unlimited phone, text and email for advice and support.**
- ♥ **Study your ideas, style, budget and needs.**
- ♥ **Make calls, get comparison quotes and make appointments for you to help you find your perfect venue and vendors.**
- ♥ **Once you have chosen your venue, we will meet you there for an additional consultation to give you advise and direction.**
- ♥ **Review your location data, event layout, number of guests, menu needs, etc.**
- ♥ **Create concepts, diagrams and drawings for your cake, centerpieces, floral, tables and decorations.**
- ♥ **Generate a custom budget for all of the areas of your wedding.**
- ♥ **Review all of your vendor contracts and advise you.**
- ♥ **Make a detailed checklist for the months leading up to your wedding.**



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**FULL SERVICE
CONSULTING & COORDINATING \$1,000**

This package is for you if you only want the fun parts of planning your wedding. You want to choose your flowers, cake, décor and you want your vision to be carried out but you want a professional to do the legwork for you. You want to be catered to and for all the choices to be brought to you and laid out in front of you. A Wedding Box will professionally coordinate your rehearsal, ceremony and reception so you will have a carefree wedding day, while you enjoy your family, friends and engagement.

Full Service package includes:

- ♥ **Everything in the Ceremony and Reception Coordinating package.**
- ♥ **Everything in the Planning package.**
- ♥ **We handle vendors emails, phone calls and appointments when necessary.**
- ♥ **Make a detailed timeline and checklist for the months leading up to your wedding and for your entire wedding day.**
- ♥ **Email you reminders along the way.**
- ♥ **Work with your caterer and/or venue to create your menu.**
- ♥ **Make gift numbers and a list for your gift attendant to help you with thank you notes.**
- ♥ **Confirm your final guest count with your food and/or beverage providers.**
- ♥ **Confirm all of the final details with your vendors and the delivery and pick up schedules.**
- ♥ **All of the final paperwork and details will go through us with only the fun decisions and payments going through you.**
- ♥ **Return local rental items if needed.**
- ♥ **We will be mindful of any issues that may arise and usually smooth them out before you even know there is a problem.**

Our packages do not include clean up.