

# *Julie Herman Events*



Wedding Planning & Coordination



We are thrilled to begin our planning journey with you! Below please find our detailed wedding packages designed for couples with a Florida venue. Our services are aimed at savvy couples seeking first class service.

**Making Milestones Magical!**

## Wedding Planning and Coordination Packages

### Wedding Day Management Starting at \$950

For the couple who has handled all of the planning but needs someone there to execute the details and organize the day.

**\*Only available to Gainesville Florida area weddings booked within 6 weeks of the wedding date based on availability.**

\*5 hours coverage for the wedding day. You choose when you want the hours to start and stop.

\*Consultation to go over final details for the wedding day.

\*Plan order of processional and recessional along with ceremony details.

\*Contact with all vendors to confirm time of arrival and services per contract.

\*Detailed wedding day timeline.

\*1 hour ceremony rehearsal coordination.

\*Assist with pinning on boutonnieres and corsages.

\*Facilitate the wedding ceremony, check for items necessary to properly conduct the ceremony.

\*Pack up or move ceremony decor to designated areas.

\*Assist with bustling the bride's gown prior to reception.

\*Time permitting, coordinate vendor setup.

### Signature Package Starting at \$1,750.00

Our most popular package! For the couple who is handling most of the planning but need help toward the end to finalize details.

\*Additional travel fees for venues outside Gainesville, FL area.

\*All services in the wedding day management package PLUS...

\*Up to 10 hours on the day of the wedding. You choose when you want the hours to start and stop.

\*Initial consultation to go over planning to date.

\*Checklist of remaining tasks to do.

\*Unlimited telephone & email assistance up to 6 months prior to the wedding and final details meeting 3-4 weeks prior to the wedding.

\*1 hour rehearsal coordination.

\*Create and coordinate the timeline activities, entertainment and announcements during reception.

\*Coordinate details and assist with the setup, styling and staging for the ceremony and reception.

\*Distribute vendor tips and/or final payments to vendors.

\*Prepare floor plan for venue.

\*Etiquette advice.

\*Depending on the block of hours, assist with breakdown of the venue after reception.

### Deluxe Package Starting at \$3,000.00

For the couple who want help with vendor referrals, budget guidance and a support system throughout the planning process.

- \*Additional travel fees for venues outside Gainesville, FL area.
- \*All services included in the wedding day management and signature packages PLUS...
- \*Unlimited hours on the wedding day through the end of the reception.
- \*Telephone and email assistance up to 12 months prior to the wedding.
- \*Create a detailed planning timeline on when to complete tasks.
- \*Assist with referral of vendors.
- \*Assist with setting up a hotel room block.
- \*Contract review assistance when hiring vendors.
- \*Assist with budget management guidance.
- \*Up to 3 vendor meetings by zoom or in person.
- \*Assist with ceremony and reception design.
- \*Assist with planning rehearsal dinner.
- \*Oversee breakdown of venue following reception. (Does not include returning the day after the wedding)

#### **Add On with any package**

- \*Assemble hotel guest bags and delivery - \$3.00 per bag (You provide the bags and items)
- \*Additional consultations or vendor meetings ( wedding day management and signature packages) can be added @ \$75.00 per meeting
- \*Additional hours on wedding day (wedding day management and signature packages) can be added @ \$100 per hour
- \*Decorate chairs with chair covers and/or chair ties @ \$2 each
- \*Post wedding brunch - ask for a custom quote.



[Click here to schedule your complimentary consultation](#)