

STAGEDRIGHTevents

it's what we do.

YOUNIQUE EVENTS BY STAGED RIGHT EVENTS

WEDDING PACKAGES

Venue Location Package

- Research and locate the appropriate venue type based on initial consultation.
- Provide research results (websites) to client for review.
- Prepare 1 “vision board” based on theme and colors provided.
- 1-day (8 hours) of site visits after client chooses which locations to visit.
- Negotiate Contract.
- *Venue cost not included*

Day of Coordination Package

Day of Coordination:

- Vendor coordination (*Venue cost not included*)
- Rehearsal coordination (2 hours) each additional hour is \$125.00 per hour
- Ceremony and reception set up and break down
- Event day décor set up (including place cards, favors)
- Travel to and from the rehearsal and ceremony reception site
 - Add on welcome bags, assemble and delivery - \$200.00
 - Add on hotel if location of venue is more than 1.5 hours from our office (TBD on cost)
 - We require 3 vendor meals and parking paid for 1 vehicle (TBD on cost, varies per venue)

Partial Planning Package (can be a customizable package)

- Venue Location / Site Selection/venue contract negotiation/ research (includes one day of travel for site selection) (*Venue cost not included*)
- Menu creation for up to 200 guests (Food not included)
- Wedding Website
- Day of Coordination Package (excludes Vendor coordination)
- Travel arrangements & reservations for any out of town guests. We will book and manage their hotel reservations.

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- Travel expenses associated with venue site selections
 - If travel requires more than 4 hours' drive time and or flights those costs are additional and will be presented prior to site selection.

Full Service Package

- Venue Location/Site Selection/contract negotiation/ research (*Venue cost not included*)
- Menu creation for up to 200 guests (Food not included)
- Wedding Website
- Vendor coordination and management
- Vendor contract negotiation
- Invitation suggestions and design/wording help. We can put together and mail invitations as well. **Actual cost of invitations is additional.**
- Design/Décor – we will create the event design / décor based on vision; provide detailed sketches and or pictures and samples of floral arrangements when requested. Supplies/materials are an additional cost. *our production department can create custom rooms/layouts designs* (Actual décor is additional)
- Favors, gift bags, welcome gifts (costs TBD and additional)
- Bachelor / Bachelorette party planning (if needed)
- Engagement Party Planning, (if needed)
- Complete Day of Coordination (Vendor coordination, rehearsal coordination, ceremony and reception set up/breakdown and clean up. Event day décor set up)
- Off-site activities coordination for guests
- Honeymoon travel arrangements (hotel/air, excursions)
- Travel expenses associated with local venue site selections
 - If travel requires more than 4 hours' drive time and or flights, those costs are additional and will be presented prior to site selection.