

LSWE WEDDING PACKAGES

Lillian Suarez Weddings + Events is a full-service boutique event coordination company with many years of experience. We specialize in creating once-in-a-lifetime weddings. Our team of designers and planners take an uncompromising approach to each of our clients' diverse event needs. This ensures each of our weddings are truly unique, and the one-of-a-kind event your guests will be raving about for years.

Lillian Suarez
WEDDINGS & EVENTS

Full-Service Planning Package

\$3,000

Full-Service Planning Package

The Full-Service Planning wedding package is our all-inclusive and most popular wedding planning service. It's exactly as it sounds... absolutely everything you'll need! This service is catered to busy couples who want their ideal wedding, but may not have the time to plan and execute their vision while keeping their day job.

Planning Phase

- One Hour Consultation to Discuss Design - Personal Vendor Referral List According to Your Needs After First Meeting - Month by Month Timeline Designed to Assist You at the Start of Your Planning - Wedding Planning Organization Templates to Assist You - One Hour Consultation to Discuss Budget - Unlimited Meetings with Couple - Unlimited Communication via Email and Phone - Up to 5 Venue Visits - Negotiation of Vendors - Escort to Rentals, Catering, and Attire Consultations - Full Access to Any and All of LSWE Rental Inventory - Review Vendor Deposits & Payments Due - Venue Liaison & Review Banquet Event Orders - Seating Chart and Floor Plan Design - Wedding Website Design - Room Block Coordination - Transportation Coordination - Guest Gift Basket Coordination & Delivery with Wedding Agenda - Coordination of Bridal Party Lunch on Wedding Day - Relay Final Head Count to Venue and Caterer - Final Calls the Week of Wedding to Vendor List and Services - Personalized Timeline of Scheduled Wedding Weekend Events - Ceremony Rehearsal Coordination up to 1 ½ hours

Wedding Day

- Bride and Groom "Good Morning" Check-in Call - Wedding Director and an Appropriate Amount of Assistants on Your Wedding Day - Up to 10 Hours of Wedding Day Coordination (*additional hours available for fee) - Emergency Wedding Day Kit - Location Set-Up & Coordination of Vendors - Procession and Recession Coordination - Grand Entrance/ Departure Coordination - Guest Coordination and Assistance - Distribute Final Payment & Gratuities to Vendors (paid by client) - Handle All Personal Items for Ceremony & Reception (guest book, toasting flutes, favors, etc.) - Post Reception Basic Clean-up (secure personal items, facilitate transportation, etc.) - Delivery of Gifts and Personal Items to Designated Area for Pick-up

Partial-Planning Package

\$2,500

Partial Planning Package

For those who feel overwhelmed with the planning process and need an expert to help them bring everything together, as well as a coordinator to supervise every special detail during the wedding day.

Planning Phase

- 1-hr Consultation to Wrap Up Details - Month by Month Timeline Designed to Assist You at the Start of Your Planning - Wedding Planning Organization Templates to Assist You - Unlimited Communication via Email and Phone - Discounted Rental Prices from LSWE Rental Inventory - Relay Final Head Count to Venue and Caterer - Final Calls the Week of Wedding to Vendor List and Services - Personalized Timeline of Scheduled Wedding Weekend Events - Ceremony Rehearsal Coordination up to 1 hour

Wedding Day

- Bride and Groom "Good Morning" Check-in Call - Wedding Director and an Appropriate Amount of Assistants on Your Wedding Day - Up to 10 Hours of Wedding Day Coordination (*additional hours available for fee) - Emergency Wedding Day Kit - Location Set-Up & Coordination of Vendors - Procession and Recession Coordination - Grand Entrance/ Departure Coordination - Guest Coordination and Assistance - Distribute Final Payment & Gratuities to Vendors (paid by client) - Handle All Personal Items for Ceremony & Reception (guest book, toasting flutes, favors, etc.) - Post Reception Basic Clean-up (secure personal items, facilitate transportation, etc.) - Delivery of Gifts and Personal Items to Designated Area for Pick-up

A La Carte

Our Partial-Planning Package comes with everything mentioned in the Wedding Direction package above in addition to eight (8) A La Carte items of your choice.

Month of Coordination Package

\$2,000

Month of Coordination Package

For the couple who needs assistance during the last two months of their wedding planning, which is often the busiest time. We can help you complete the event design that compliments your vision and budget.

Planning Phase

- Services Begin 10 Weeks Prior to Wedding Date - 1-hr Consultation to Wrap Up Details - Wedding Day Design Guidance in Areas You Still Have Left to Complete - Unlimited Communication via Email and Phone - Discounted Rental Prices from LSWE Rental Inventory - Relay Final Head Count to Venue and Caterer - Final Calls the Week of Wedding to Vendor List and Services - Personalized Timeline of Scheduled Wedding Weekend Events - Ceremony Rehearsal Coordination up to 1 hour

Wedding Day

- Bride and Groom "Good Morning" Check-in Call - Wedding Director and an Appropriate Amount of Assistants on Your Wedding Day - Up to 10 Hours of Wedding Day Coordination (*additional hours available for fee) - Emergency Wedding Day Kit - Location Set-Up & Coordination of Vendors - Procession and Recession Coordination - Grand Entrance/ Departure Coordination - Guest Coordination and Assistance - Distribute Final Payment & Gratuities to Vendors (paid by client) - Handle All Personal Items for Ceremony & Reception (guest book, toasting flutes, favors, etc.) - Post Reception Basic Clean-up (secure personal items, facilitate transportation, etc.) - Delivery of Gifts and Personal Items to Designated Area for Pick-up

Day of Coordination Package

\$1,000

Day of Coordination Package

For those who have most of their plans in order, but need someone to act as a coordinator on the wedding day itself and make sure every detail is in place.

Planning Phase

- Services Begin 2 Weeks Prior to Wedding Date - 1-hr Consultation to Wrap Up Details - Unlimited Communication via Email and Phone - Final Calls the Week of Wedding to Vendor List and Services - Personalized Timeline of Scheduled Wedding Weekend Events - Ceremony Rehearsal Coordination up to 1 hour

Wedding Day

- Bride and Groom "Good Morning" Check-in Call - Wedding Director and an Appropriate Amount of Assistants on Your Wedding Day - Up to 10 Hours of Wedding Day Coordination (*additional hours available for fee) - Emergency Wedding Day Kit - Location Set-Up & Coordination of Vendors - Procession and Recession Coordination - Grand Entrance/ Departure Coordination - Guest Coordination and Assistance - Distribute Final Payment & Gratuities to Vendors (paid by client) - Handle All Personal Items for Ceremony & Reception (guest book, toasting flutes, favors, etc.) - Post Reception Basic Clean-up (secure personal items, facilitate transportation, etc.) - Delivery of Gifts and Personal Items to Designated Area for Pick-up

Pop-Up Wedding / Elopement Package

\$3,000 and Up

Pop-Up Wedding / Elopement Package

Looking for an unforgettable wedding experience without the stress of planning + the cost of a full blown wedding? Perhaps an intimate elopement ceremony, or as many call it a Pop-Up Wedding, with an insanely fantastic photographer, stunning venue, a custom designed backdrop and a great officiant sound more up your alley? Does a secluded beach, secret garden, or breath-taking rooftop get you and your fiancé excited? LSWE, a team of creative planners, will coordinate a personalized and romantic pop-up wedding ceremony so it's hassle-free and unforgettable. Plus, your vows can be documented on video to share with your sweet friends and family after too! Sounds like a win-win.

Discussion

One of our LSWE planners will review your budget, style, ideas you have for your special day, and vendor preferences so we can take planning off your plate immediately. From the consult, LSWE will put together a quote for your approval and client will provide the 50% deposit. We may ask you to fill out a relationship questionnaire so we can gather thoughtful items specific to your relationship and style.

Planning & Booking

We will research and book all the vendors (venue, photographer, florist, etc) Design decor and set up beautiful vow exchange scenery Hire officiant for your vows Send you a detailed itinerary of your celebration Unlimited communication via phone or email with the team

Coordination

Verify and confirm all final arrangements and costs Provide a user-friendly timeline so you and vendors are on the same page (essentially you just have to get your marriage license and show up) Coordination of a surprise dinner party with family and friends (upon request) Create an experience that will make you and your spouse want to relive that moment over and over again!

Pricing

This package is made to be customizable. After contacting us, we can send you a tailored quote. The type of vendors you choose to be apart of your elopement will affect your price. Most popup's can cost anywhere from \$3,000 to \$10,000.

A La Carte

One-Hour Consultation: Budget	\$100.00	\$100.00
One-Hour Consultation: Design	\$100.00	\$100.00
Vendor & Venue Referrals	\$100.00	\$100.00
Spreadsheets for Budget, Guest Lists & Vendor Contacts	\$150.00	\$150.00
Up to Five (5) Venue Visits within 100 miles of 27519	\$350.00	\$350.00
Arranging and Attending Bridal Boutique Appointments Up to three appointments	\$200.00	\$200.00
Arranging and Attending Bridal Fittings & Alterations Up to three appointments	\$200.00	\$200.00
Arranging and Attending Caterer Tastings Up to three appointments	\$200.00	\$200.00
Arranging and Attending Cake Tastings Up to three appointments	\$200.00	\$200.00
Arranging and Attending Rental Meeting	\$150.00	\$150.00
Wedding Ceremony and Reception Floor Plans & Seating Charts	\$300.00	\$300.00
Creation & Maintenance of Personalized Wedding Website	\$300.00	\$300.00
Hotel Block Accommodations	\$150.00	\$150.00
Transportation Coordination	\$150.00	\$150.00
Guest Gift Basket Coordination AND Delivery with Wedding Weekend Agenda	\$250.00	\$250.00
Coordination of Bridal Party Brunch of Wedding Day	\$200.00	\$200.00

Most wedding days start bright and early, but amidst the hustle and bustle of getting ready, it's important to stay hydrated and well (not overly) fed. For up to 10 Bridal Party members.

Wedding Week & Wedding Day Itineraries	\$150.00	\$150.00
Rehearsal Dinner Planning and Coordination	\$350.00	\$350.00
Let us help you find the perfect rehearsal dinner location! We help you, and your guests, enjoy a fun and relaxing evening. Package includes one consultation, vendor selection and rehearsal attendance.		
Wedding Rehearsal Coordination	\$300.00	\$300.00
-Arrive 30 minutes prior to rehearsal. -Coordinate with officiant the plans for the rehearsal. -Orchestrate processional, recessional in order and to music desired. -Assign ushers, guest book attendant, go over job descriptions with each key player, what time they are expected to arrive, location of dressing rooms, how to walk down aisle and with whom, where to stand, how to carry bouquets, etc. -Help with seating assignments -Distribute maps to rehearsal dinner location, if necessary. -Hand out time line for wedding and reception to key players.		
Two hours Travel expenses may apply		
Assistance with Invitations, Programs & Save the Dates	\$150.00	\$150.00
Map Design & Directions Cards	\$250.00	\$250.00
For up to 150 guests.		
Menu Cards & Escort Cards	\$150.00	\$150.00
For up to 150 guests.		
Addressing & Sending Out Invitations	\$300.00	\$300.00
RSVP and Guest List Management	\$300.00	\$300.00
Tablescape Décor Consultations	\$150.00	\$150.00
Help with Crafting and DIY Décor	\$300.00	\$300.00
Design and Assembly of Children's Activity Packs/ Table	\$200.00	\$200.00
For up to 20 children.		
Candy Buffet and Dessert Table	\$300.00	\$300.00
Full Set Up/Tear Down of Ceremony and/or Reception	\$400.00	\$400.00