

Gwen's Candlelight Weddings Packages

No two weddings are the same, and we strive to make each one exceptional, leaving an everlasting impression on the couples and their guests. We want you to have an amazing experience as we bring your wedding vision to life without the stress. We will work with you to decide what package works best for you and your spouse.

Wedding Packages & Services

We offer full service planning, partice planning, month of coordination and wedding officiant. Ready to get started? Browse through our website, I'm sure you will find a wedding package that's within your budget.

Full Service Wedding Planning Fees Starting at \$2000.00

Full Service Wedding Coordination packages are for the couple who want a full-time wedding professional overseeing every aspect of their wedding day or weekend. This wedding planning package includes (but is not limited to) assistance with:

Per-Wedding

- ❖ Wedding planning timeline preparation and creating a wedding checklist
- ❖ Establishing priorities, developing and tracking the budget
- ❖ Ceremony + reception venue scouting
- ❖ Vendor recommendations, negotiations, and bookings
- ❖ Contract review
- ❖ Vendor management
- ❖ Creation and execution of a design scheme
- ❖ Managing save-the-dates, wedding invitations, and all printed materials
- ❖ Tracking of guest RSVP's
- ❖ Wedding favors & accessories
- ❖ Coordinating accommodations, transportation
- ❖ Procuring welcome bags
- ❖ Marriage License
- ❖ General advice and consultation
- ❖ Unlimited meetings and coordination time

- ❖ Attendance at vendor meetings
- ❖ Confirming all details with the appropriate vendors prior to the wedding
- ❖ Facilitating the ceremony rehearsal

Wedding Day

- ❖ Unlimited time on-site with your coordinator allowing you to enjoy every moment of your wedding day without any worry of the details
- ❖ Directing the ceremony processional
- ❖ Coordinating and assisting with the setup of the ceremony and reception
- ❖ Setup of wedding accessories such as guest books, place cards, favors, etc.
- ❖ Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- ❖ Acting as the point of contact for all vendors
- ❖ Assisting the family, wedding party and guests as needed
- ❖ Distributing final payment and gratuity to vendors
- ❖ Dealing with any unforeseen hiccups

Partial Wedding Planning Fees Start at \$1,150.00

Our Partial Planning Package is an ideal option for the couple who may have already completed portions of their planning and require less assistance than a full service package . This offering is designed to allow the couple a hands-on role in their planning activities along with our professional assistance to guide them along the way. This package includes:

Per-Wedding

- ❖ Creating a wedding planning checklist
- ❖ Three per-wedding consultations
- ❖ Venue site walk
- ❖ Supplying any needed vendor recommendations
- ❖ Vendor contract reviews
- ❖ Constructing a detailed wedding day timeline
- ❖ Confirming all details with the appropriate vendors prior to the wedding
- ❖ Facilitating the ceremony rehearsal

Wedding Day

- ❖ Unlimited time on-site with your coordination and one assistant, allowing you to enjoy every moment of your wedding day without any worry of the details
- ❖ Directing the ceremony processional
- ❖ Coordinating and assisting with the setup of the ceremony and reception
- ❖ Setup of wedding accessories such as guest books, place cards, favors, etc.
- ❖ Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- ❖ Acting as the point of contact for all vendors
- ❖ Assisting the wedding party and guests as needed
- ❖ Distributing final payment and gratuity to vendors
- ❖ Dealing with any unforeseen hiccups

Day-of-Coordination Fees start at \$800.00

Day Of Coordination is a perfect option if you want to plan a majority of your wedding, but need a professional wedding coordinator in the background to answer questions, offer advice and coordinate the details on the wedding day so you can sit back, relax, and enjoy your perfect event.

Pre-Wedding Day

- ❖ Two pre-wedding consultations
- ❖ Supplying any needed vendor recommendations
- ❖ Constructing a detailed wedding day timeline
- ❖ Confirming all details with the appropriate vendors prior to the wedding
- ❖ Facilitating the ceremony rehearsal

Wedding Day

- ❖ Up to eight hours on-site with your coordinator and one assistant, allowing you to enjoy every moment of your wedding day without any worry of the details
- ❖ Directing the ceremony processional
- ❖ Coordinating and assisting with the setup of the ceremony and reception
- ❖ Setup of wedding accessories such as guest books, place cards, favors, etc.

- ❖ Coordinating pinning of boutonnieres and ensuring VIP's receive flowers
- ❖ Acting as the point of contact for all vendors
- ❖ Assisting the wedding party and guests as needed
- ❖ Distributing final payment and gratuity to vendors
- ❖ Dealing with any unforeseen hiccups

Wedding Officiant Fees Start at \$100.00

It is an honor to be asked to officiate a couple's wedding. They are entrusting you with the most greatest day of their lives. I now pronounce you **Mr. & Mrs.**.....