

THE SOPHISTICATED

The SOPHISTICATED package is our best package yet! This package is for the bride who wishes to be a WORRY-FREE/HANDS-OFF bride by utilizing the coordinator to fully plan the wedding of your dreams.

Package Details:

1. Wedding Planning:

- Initial consultation to discuss preferences and vision
- Full-service wedding planning and coordination
- Unlimited communication via email and phone
- Budget creation if requested
- Preferred vendor recommendations and coordination
- Collection of all vendor and venue contracts
- Vendor contract negotiation
- Reception planning and attendance
- Rehearsal planning and attendance

2. Venue Selection:

- Assistance in selecting the perfect wedding venue
- Coordination with the venue for logistics and setup

3. Timeline and Itinerary:

- Creation of a detailed wedding day timeline
- Coordination and management of the wedding day itinerary
- 30-day prior check-in
- 1 week prior check-in

4. Additional Services:

- Assistance with RSVP tracking
- Collection of wedding day items such as unity ceremony, photographs, guest book, favors, toasting glasses, cake cutting set, programs, seating chart, table numbers, etc.
- Emergency kit for the bridal party
- Distribution of vendor final payments and optional vendor gratuities

Package Price: \$2500 plus tax

Travel Price: \$300 for one night, \$400 for two nights plus tax
(if overnight travel is required)

Booking Process:

1. Initial Consultation:

- Schedule a meeting to discuss your wedding vision and preferences.

2. Customization:

- Customize the package based on your specific needs and desires.

3. Contract and Deposit:

- Sign a contract outlining services and pay a 20% deposit to secure the date.

4. Planning Meetings:

- Regular planning meetings leading up to the wedding day.

5. Final Payment:

- Invoices will be sent monthly and payment is due upon receipt.
- Final payment due 30 days before the wedding

Contact Information:

Sophisticated Events

803.999.6882

lydea@sophisticatedeventssc.com

www.sophisticatedeventssc.com



THE SIMPLE

The SIMPLE package is just that, it allows the use of the coordinator as your Wedding Day Director and a consultation in which the coordinator can make suggestions in the planning of your wedding starting 60 days prior.

Package Details:

1. Wedding Planning:

- Initial consultation to discuss preferences and vision
- Day of wedding coordination
- Unlimited communication via email and phone
- Collection of all vendor and venue contracts
- 4 hours of reception planning and attendance
- Rehearsal planning and attendance
- Vendor coordination

2. Timeline and Itinerary:

- Creation of a detailed wedding day timeline
- Coordination and management of the wedding day itinerary
- 30-day prior check-in
- 1 week prior check-in

3. Additional Services:

- Collection of wedding day items such as unity ceremony, photographs, guest book, favors, toasting glasses, cake cutting set, programs, seating chart, table numbers, etc.
- Emergency kit for the bridal party
- Distribution of vendor final payments and optional vendor gratuities

Package Price: \$1200 plus tax

Travel Price: \$300 for one night, \$400 for two nights plus tax
(if overnight travel is required)

Booking Process:

1. Initial Consultation:

- Schedule a meeting to discuss your wedding vision and preferences.

2. Customization:

- Customize the package based on your specific needs and desires.

3. Contract and Deposit:

- Sign a contract outlining services and pay a 25% deposit to secure the date.

4. Planning Meetings:

- Regular planning meetings leading up to the wedding day.

5. Final Payment:

- Invoices will be sent monthly and payment is due upon receipt.
- Final payment due 30 days before the wedding

Contact Information:

Sophisticated Events

803.999.6882

lydea@sophisticatedeventssc.com

www.sophisticatedeventssc.com

