



TAKING THE PLANNING + DESIGNING OFF YOUR
SHOULDERS BUT NOT OUT OF YOUR HANDS! TM

EST.2009



Vernetta Kosalka is an award-winning hospitality professional specializing in event planning + design services in the Greater Omaha area. Originally born and raised in Charleston, SC, Vernetta moved to Omaha in 1999 and started The Wedding Planner Omaha, LLC dba as VK Events Floral Planning in 2009. Our planners and designers are experienced and dedicated professionals providing complete event services, education and business consultation. Our work is regionally published and our professional services are in high demand.

Mission

The Wedding Planner Omaha, LLC's mission is to provide the highest level of professionalism and expertise in event management, planning, event design, and hospitality management education to our clients and Greater Omaha, NE community.



Vision

To be the leading source of hospitality management education, experiences and solutions to clients in the Greater Omaha metropolitan area.

The pineapple is a symbol of hos.pi.tal.i.ty... the friendly and generous reception and entertainment of guests, visitors, or strangers. We embrace the spirit of hospitality in all our services and work.

S E R V I C E S

WEDDING PLANNING

- Design Installation
- Day of Coordination
- Full-Planning

EVENT PLANNING

- Community Engagement Events
- Annual Celebrations
- Grand Openings

EVENT DESIGN

- Fresh Floral Arrangements
- Wedding Flowers
- Stage/Event Arrangements
- Celebrations of Life
- Event Rentals

BUSINESS SERVICES

- Event + Wedding Planning Certification
- New Build Consultation
- Sales + Marketing Strategic Planning
- Sales Team Training
- Styled Photoshoots

TESTIMONIAL

"Even though we got married a few months ago, we're still impressed by the level of service we received from Vernetta. I was faced with medical issues and my husband is in graduate school. Our time was tight and we had to overcome alot. Vernetta gave us undivided attention, she would answer my late night text and she quickly became a friend. I honestly don't know how she does it but we're so thankful.

Our wedding day was beautiful and stress free.
Thank you Vernetta!"



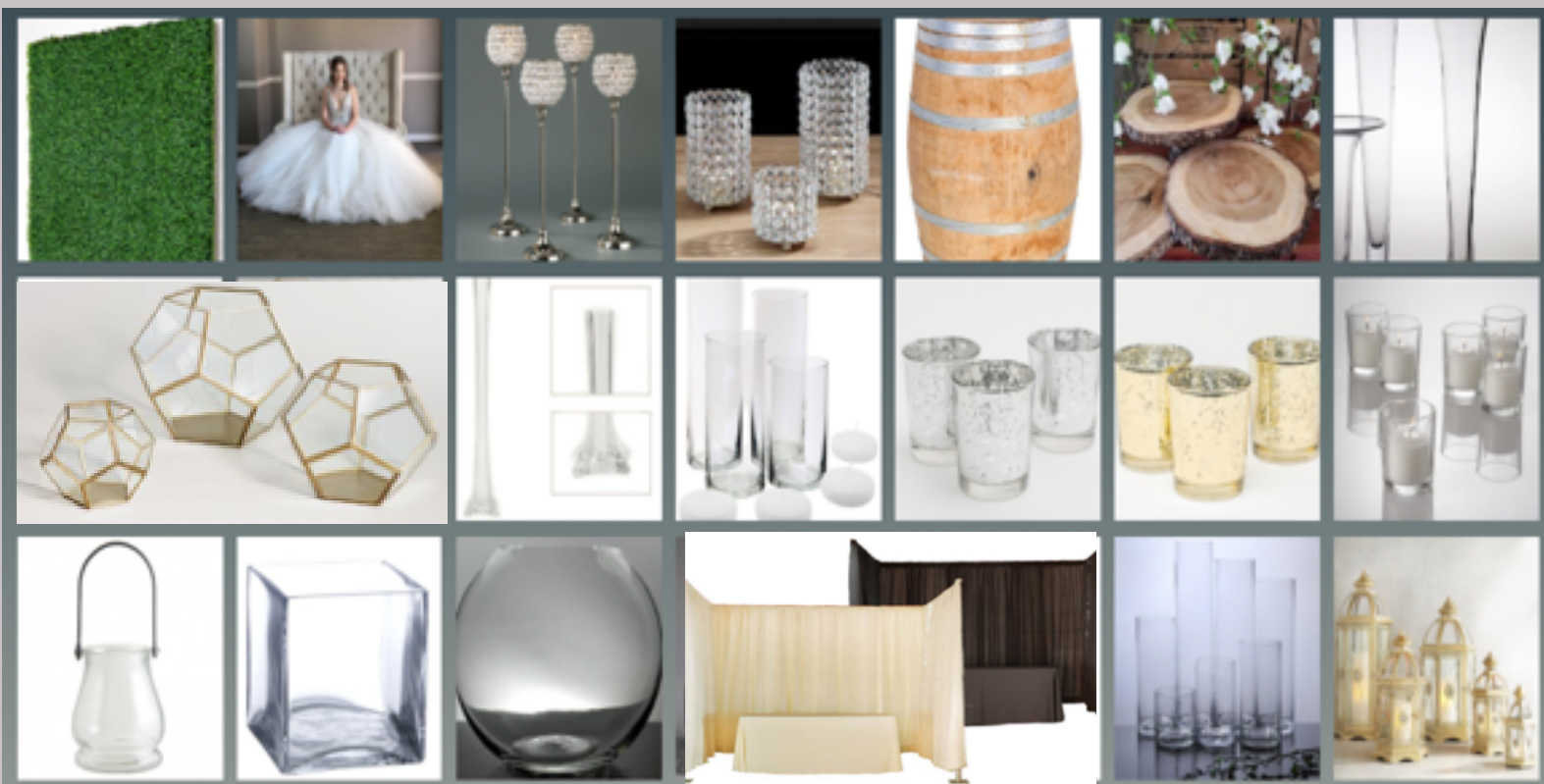
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S**
- **Acrylic Table Tops** 8'x 3' Tall \$200/each*
 - **Acrylic Table-Top** 8'x30" \$150/each*
 - **Acrylic Table-Top** 8x40" \$200/each* (Perfect for King size table!).
 - **Acrylic 36" Cocktail Table Top** \$100/each*
 - **Ivory/White/Black Pipe + Drape** 12" Tall \$3/sq. ft.
 - **Gold/Silver/Blue Sequin Pipe + Drape** \$5/sq. ft.
 - **Boxwood Panel** \$75/6'x6'
 - **Loveseat** \$150/per*
 - **Wine Barrel** \$75/each*
 - **Trumpet Vases** \$\$12/14/\$16/per
 - **Votive Cups/Holders** \$1.50/per
 - **Wood Panels** \$2.00/per
 - **Cylinder Vases:**
 - 36" \$14/per
 - 32" \$12/per
 - 30" \$10/per
 - 9" \$3/per
 - 7" \$2/per
 - 6" \$1/per

***Additional \$150.00 Special Delivery Surcharge is applicable per invoice**



R E N T A L S

- **Trumpet Vases:** 36" \$14/per 30" \$10/per
- **Eiffel Vases: 24"** \$8/per
- **Lanterns:** 12" \$8/per, 10" \$6/per, 6" \$4/per
- **Bud Vases** \$1/per
- **Votive/Candle (Glass)** \$1.50/per
- **Votive/Candle (Mercury)**
- **Geo-Terrarium** \$5/per
- **Square Vases** 5x5" \$5/per
- **Hanging Votives** \$3/per
- **Eiffel Vases** 24" \$8/per
- **Wood Slices** \$3/per
- **Crystal Candle Holders:** Call for quote.
- **Napkin Folding** \$.15/each



DESIGN



We offer design services to install your personal touches within our planning packages. We professionally install your ceremony and reception spaces complete with all your personal affects:

- Guestbook table item
- Directional signage
- Escort cards
- Gift table items
- Cake table items
- Centerpieces
- Champagne flutes
- edding favors

Our floral and design services have a \$1,500 minimum requiring a \$750.00 non-refundable retainer and is applied to the final balance. Additionally, we offer planning packages. Please ask about our full range of services!

FEATURED IN

- Midlands Business Journal
- Strictly Business Magazine
- Omaha Magazine's B2B Winter Issue
- Nebraska Wedding Day Magazine
- Wedding Essentials Magazine
- Omaha World Herald
- Fox 42 News

2013 - 2017 WEDDINGWIRE
COUPLES'S CHOICE
AWARDS®Wedding/Event
Planning + Floral Design

A D D O N S

Floral - Request a Quote

Backdrop(s) - from \$75/per 8' section

Organic Balloon Arch(s) - from \$150/per

Acrylic Signage - Request a Quote

Candy Buffet - \$2.50/pp

— **Sweets/Salty Buffet** - from \$2.50/pp

Kid's Activity Station - \$10/child

Bartender(s) - \$20/per hour





The Wedding Planner Omaha, LLC, offers distinct packages to help the bustling couples accomplish all their wedding dreams! Do you have all of your vendors picked out, contracts signed, and mostly everything else prepared? Do you want to sit back and relax during your wedding week and leave all of the logistics to someone else (not your friends and family)? Are you engaged but have no clue how to plan the details but still want to be hands-on in the planning process. You'll find our packages to fit your needs. The packages allow for a stress-free environment, but no detail will be overlooked. You'll be matched with one of our Wedding Planners & Coordinators to plan all your wedding day needs.

	PACKAGES			
	Pre-Wedding Activities	The Vegas	Tie the Knot	The Ritz
• Initial consultation with couple to determine wedding dreams and expectations		X	X	X
• Planning sessions (2-3 Hours/Each) Typically needs...		Two	Three	Five
• Unlimited number of telephone or e-mail conversations		X	X	X
• Answer any questions and provide etiquette/advice as needed		X	X	X
• Provide list of recommended wedding professionals		X	X	X
• Prescreen all wedding professionals and source availability, services and cost			X	X
• Walk through the events space and assist couple with design, set-up and create floorplan		X	X	X
• Create and maintain vendor payment schedule			X	X
• Provide reminders of all payments sent to couple for amounts due monthly to their vendors			X	X
• Distribute your final payment to vendors at the end of their contract			X	X
• Manage communication and follow-up with vendors on any changes of wedding plans and details (begins two months prior with The Vegas Package)			X	X
• Create a comprehensive event task list and maintain			X	X
• Prepare a timeline of events for the ceremony and reception			X	X
• Keep an updated list of all guests attending			X	X
• Wedding Budget Management			X	X
• Develop wedding day itinerary for Ceremony and Reception			X	X
• Develop wedding day itinerary for the couple, wedding party and family			X	X
• Assist with selections of the invitations, place cards, napkins, favors, and thank-you notes			X	X
• Create room and ceremony layouts		X	X	X
• Arrange accommodations for your out-of-town guests including hotel blocks and flight assistance			X	X

	Pre-Wedding Activities	PACKAGES		
		The Vegas	Tie the Knot	The Ritz
• Contact guests that have not RSVP				X
• Attend tasting to review menu & day of logistics			X	X
• Establish timeline for Wedding Day and Manage flow of the day with couple and wedding professionals			X	X
• Assist with compilation of guest gift bags or baskets *			X	X
• Deliver welcome baskets for out-of-town guests to hotels on wedding day up to two hotels *			X	X
• Assist with compilation of party favors for guests and arrange them as requested.			X	X
• Complimentary Ceremony Program - Additional Charges for upgrades.			X	X
• Assist the Couple with choosing and ordering "Save the Dates, Invitations and other paper goods. Exclusive discount of 50% off Carlson Craft Invitations! (20% Discount extended to The Vegas Package)		X	X	X
• Assist with stuffing and mailing of invitations (addressing of envelopes (additional cost, plus postage)				X
• Complimentary calligraphy on inner/outer envelopes (envelopes and postage not included)				X
• Work directly with designing your flowers, lighting, and flow of wedding space. Exclusive discount of 20% off of Florist of Omaha and Carlson Craft Services		X	X	X
• Manage and coordinate rehearsal of the ceremony with Officiate - (2) Hours of Service			X	X
Wedding Day Activities		The Vegas	Tie the Knot	The Ritz
• Wedding Coordinators from TWPO, LLC to manage and assist with wedding day activities			X	X
• Assist bride, groom, and bridal party, provide wedding day emergency kit (\$300 value), troubleshoot where needed			X	X
• Coordinate with wedding professionals, ensuring proper set-up, equipment and handle emergencies		X	X	X
• Distribute payments & tips to vendors			X	X
• Organize and set up any photos, meal place cards, bridal portrait, goblets, cake cutting items, etc.		X	X	X
• Decorating the ceremony and reception sites within limitations		X	X	X
• Set-up/tear down of Ceremony (Limitations apply) then transport items to Reception		X	X	X
• Deliver drinks, food, and snack trays to bridal party for hair and Makeup (cost of items to be incurred by client)			X	X
• Distribute (and pin) wedding flowers			X	X
• Line up family and wedding party for processional			X	X
• Follow through during ceremony to ensure that timeline is followed according to plan			X	X
• Transport needed items from ceremony to reception		X	X	X
• Bustle wedding gown (optional)			X	X
• Oversee venue decor to ensure that set-up in keeping with couple's wishes		X	X	X
• Line up bridal party for introduction into reception			X	X
• Place all favors and personal items. Alphabetize Escort Cards and place Seating Cards. Arrange tables and numbers and set menus		X	X	X
• Coordinate Grand Entrance			X	X
• Coordinate between caterer, DJ/Band, Photographer, Videographer and couple during the reception to ensure that the timeline is followed and all moments are professionally captured prior to Open Dancing			X	X

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• Professionally pack up Bridal Bouquet, Flutes, Guestbooks, Cards, Dollar Dance Funds, Photos, Cake Topper, Centerpieces, Coolers, etc. and all items belonging to the couple				X
Post Reception Activities		The Vegas	Tie the Knot	The Ritz
• Load gifts and keepsakes after reception in designated car				X
• Transport gifts and keepsakes to Bride/Groom's Home/Stage area for gift opening, place cake topper, remaining food in the refrigerator.				X
• Collect and return items to receive security deposits				X
• Return small florist and rental items (weight limits apply)				X
• Return groom's tuxedo				X
• Deliver wedding gown to cleaners or other desired location				X
• Deliver wedding bouquet to preservation company				X
This is not a comprehensive list of services. We understand that every wedding is different and unique!		\$1500.00	\$2500.00	\$3500.00



Let's Get Social!



@theweddingplanneromaha



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@floristofomaha



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Find Us Online!



theweddingplanneromaha.com

vkomaha.com

vernettakosalka.com

Schedule A Consultation!

402.510.2241





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