

## **Full-Service Wedding Planning \$4000**

This all-inclusive planning experience is thoughtfully tailored to reflect every unique detail of your wedding day. From the moment you say “yes” to the final send-off, we are by your side—guiding, designing, and coordinating every step to ensure a seamless and unforgettable celebration.

We begin by establishing your vision and budget, then move forward in securing the perfect venue and curating a trusted team of vendors to bring your dream wedding to life.

### **Our Planning Process Includes:**

- Unlimited communication via phone and email
- Personalized design guidance, including a curated inspiration board to define your style and theme
- Custom planning checklist with reminders for tasks and payments
- Venue research, recommendations, and guided tours
- Officiant sourcing and recommendations (if needed)
- Vendor research, referrals, and appointment scheduling (florists, caterers, rentals, etc.)
- Professional review of vendor contracts
- Assistance with payment coordination and delivery
- Wedding etiquette guidance for invitations and event flow
- Guest accommodation research and recommendations
- Rehearsal dinner location suggestions
- Monthly planning updates to keep you organized and on track
- Creation of a detailed, personalized wedding day timeline
- Floor plan and layout design assistance
- Final vendor confirmations and logistics management

### **Rehearsal & Wedding Day Coordination**

We ensure every detail is executed flawlessly by providing hands-on coordination for your rehearsal and wedding day. Our services start from the time venue granted access until completion of breakdown and venue final walk through.

### **Wedding Day Services Include:**

#### **Pre-Ceremony**

- Oversee vendor arrivals and manage deliveries
- Assist with ceremony and reception setup and décor
- Distribute bouquets, corsages, and boutonnieres

#### **Ceremony**

- Coordinate processional and recessional flow
- Organize wedding party and family for photos
- Pack and secure all personal ceremony items

#### **Reception**

- Welcome and assist guests during cocktail hour
- Prepare wedding party for grand entrance
- Manage and maintain the event timeline

- Distribute final payments and gratuities to vendors
- Coordinate with DJ/entertainment for announcements and key moments (first dance, toasts, cake cutting, etc.)
- Organize and execute a seamless send-off
- Oversee breakdown and ensure all personal and rental items are properly packed

Throughout your wedding day, Integrity Rose Events will serve as the primary point of contact for all vendors—handling every detail so you can be fully present and enjoy each moment.

This package includes one lead coordinator and one assistant to ensure exceptional service and attention to detail.