BLOOM & IVY
coordinating

• PARTIAL PLANNING PACKAGE 2024 •

~ $4,500 ~

Our People

- One lead wedding planner and one assistant coordinator *(day-of)*
- All planners and coordinators are contracted employees of Bloom & Ivy Weddings.

Timing is Everything

- Access to your lead wedding planner up to 6 months before your big day through email, video chat, in-person, phone.
- 1.5 hour rehearsal attendance
- Arrival 6 hours prior to your ceremony time on wedding day; exit after walk-through with venue manager
- Attendance at meetings with vendors prior to wedding *(no more than 5 meetings)*
- Attendance at venue walk-through

Fine Tuning the Details

- Access to our preferred vendor list *(photographers, caterers, etc.)*
- Full communication with vendors starting 1 month before wedding *(we worry about the final details for you!)*
- Creation of wedding day timeline
- Creation of vendor contact sheet
- Assistance with venue floorplan
- Tracking of budget *(we know how expensive weddings can be!)*
- Design templates to assist with bridal party placement, seating charts, etc.

The Big Day

- Lead coordinator and assistant will direct entire day (An information sheet detailing the specifics will be provided)
- Assistance with decorating
- Welcome and assist vendors throughout the day
- Movement of wedding party, family, and guests
- Distribution of final payments and tips
- Oversee cleanup and complete final walk through with venue management
- Room flip? We got it!!