



FULL PLANNING

With our VIP package you receive:

- o UNLIMITED consultations in person, via email or phone during business hours. All emails and texts received after business hours will be responded to promptly.
- o Creation of overall design theme in collaboration with couple. Ensure design elements are carried out through entire wedding weekend.
- o Professional guidance on the etiquette and other such items involved in planning a wedding.
- o Budget creation, allocation and financial management via our cloud-based client portal.
- o Guest list spreadsheet and RSVP tracking template via our cloud-based client portal.
- o Vendor coordination – includes recommendations of vendors that fit your personality, style and budget; contract review and negotiation, vendor meeting coordination and attendance.
- o Direction on creating your wedding stationery package.
- o Arrangement of accommodations via hotel blocks and other options for out-of town guests.
- o Transportation coordination for guests and bridal party.
- o Menu planning and tastings.

- o Create guest packages to include, but not limited to, welcome bags, favors, programs, weekend itineraries & more. Including delivery of welcome bags to guest hotels and AirBnBs.
- o Organize detailed wedding day/wedding weekend itinerary and activities
- o Custom timeline coordination, review and distribution with all vendors prior to the wedding.
- o Rehearsal/Rehearsal Dinner/Welcome Party/Farewell brunch design, organization and attendance by Fabuluxe Events Team.
- o Manage wedding day set-up by all vendors.
- o Start-to-finish wedding day management with at least 1 Senior planner and staffing as logistically required.
- o Social Media content creation for the couple.

NOTE - Couples must designate a trusted person to be responsible for marriage license, cards/gifts and personal items at the end of the wedding night. Fabuluxe Events assumes no liability or responsibility for these items.