



Wedding Day-Of Coordination

Starting at \$1,000

You've taken care of all the details leading up to your wedding, now let us help you on your wedding day to ensure that everything runs smoothly!

Leading up to your wedding day, you can expect:

- Wedding planning checklist to assist in creating your itinerary
- Review of your itinerary one month in advance of your wedding
- Two complimentary planning meetings 3-4 weeks in advance of your wedding to discuss last minute details and expectations for the day
- Correspondence with all vendors to confirm details the week before the wedding and provide them with a copy of your itinerary
- Coordination and presence at the wedding rehearsal
- Unlimited communication via email, text and phone

On your wedding day, you can expect:

- One assistant to act as the main point of contact on site
- Coordination and styling of the ceremony and reception, including: decor, centrepieces, welcome table, favours, menu cards, table numbers, seating chart, escort cards, etc.
- Behind-the-scenes set up, cues and assistance in orchestrating your ceremony
- Coordination of reception set up and liaising with Caterer/Venue, DJ, MC, Photographer and all other vendors
- Assistance throughout the day to ensure everything runs smoothly and all your plans are carried out
- Distribution of final vendor payment and gratuities day-of
- Access to our 'Wedding Day Emergency Kit'

D McCulloch Events

plan | design | create | coordinate

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