



# WEDDING DAY MANAGEMENT

In this package you will receive the following:

- o Monthly check-in email and to-do list
- o Provide to client Fabuluxe Events Preferred Vendor List.
- o Participate in 2 meetings with client prior to wedding – (vendors of client’s choosing)
- o Attend 1 site visit with client prior to the rehearsal, ceremony and reception
- o Unlimited email and phone help during the 2-months prior to your wedding. (includes help with final details such as designing table numbers, escort cards, guest amenities, favors, etc)
- o Final consultation will be the week of the wedding to finalize and review the details of your rehearsal, ceremony and reception. At this time, you will need to provide Fabuluxe Events with any items that must be set up on the day of the wedding.
- o Confirm details with all vendors one month and one week prior to the wedding.

- o Create a custom timeline for your wedding weekend events.
- o Send the timeline and itinerary to all vendors, members of the wedding party and bridal party.
- o Provide coordination and management of the rehearsal (up to 2 hours on-site for rehearsal), ceremony and reception.
- o Set up and display of your personal items (card box, escort cards, signage, small décor items, etc.) Florist or event décor company responsible for major décor items.
- o Access to AislePlanner for collaboration and seating assignments with Fabuluxe Team.

\*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.

\*Social Media Content Creation for the couple is available at an additional cost to the couple.