

I Make it Simple
events

WEDDING COORDINATION *Collection*



THOUGHTFUL PLANNING.
SEAMLESS EXECUTION.
BEAUTIFUL MEMORIES.





SIGNATURE

Package

THE ESSENTIAL FOUNDATION FOR
A BEAUTIFULLY PLANNED DAY.



INCLUDES:



2 planning meetings
(60 minutes in person or remote)



Initial venue walkthrough



Vendor coordination the day-of
and confirmation (1–2 weeks prior)



Timeline creation & distribution



Final walkthrough meeting
(4–6 weeks before wedding)



1-hour rehearsal coordination



Wedding day point of contact
for all vendors



Up to 8 hours on-site
day-of coordination



Unlimited communication



One coordinator



BEST FOR WEDDINGS UP TO
100 GUESTS AT A SINGLE VENUE.





ELEVATED

Package

ENHANCED SUPPORT FOR A MORE
PERSONALIZED EXPERIENCE.



INCLUDES EVERYTHING IN THE SIGNATURE PACKAGE, PLUS:



Detailed checklist &
final details support



1 lead coordinator
+ 1 assistant



Up to 10 hours on-site



RECOMMENDED FOR
TWO-LOCATION WEDDINGS,
125–175 GUESTS.



PREMIER

Package

COMPLETE PEACE OF MIND FOR A
TRULY LUXURY EXPERIENCE.



INCLUDES EVERYTHING IN THE ELEVATED PACKAGE, PLUS:



Additional site visit (if needed)



Multiple in person
or remote meetings



Travel fee included



Up to 12 hours on-site



IDEAL FOR EVENTS WITH MULTIPLE
VENDORS, LARGE GUEST LISTS,
OR CUSTOM VENUES.