



## Full Service Wedding Planning

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Our Wedding Coordination provides the most personalized touch to plan every detail of the ceremony and reception from the moment you reserve the date until you make your grand exit and they are there every step of the way to ensure every detail is executed perfectly

- Budget creation
- Establishing a planning timeline
- Organize visitation of and advice on site selection (limit of 4 site visits, same day).
- Provide Vendor recommendations, collect quotes and review contracts.
- Attendance at 6 vendor meetings of your choice (Caterer, florist, DJ, etc.)
- Create wedding day itinerary.
- Create floor plan/ seating chart.
- Co-Produce creative development of ceremony (event design).
- On-going updates in wedding trends and creative ideas as needed.
- Continuous correspondence
- 2 Hour of consultation one month before the wedding.
- Organize and structure wedding processional.
- Confirmation on vendor arrangements.
- Attend final walk through at venue(s).
- Up to 15 hours of onsite directing/ coordination for wedding, rehearsal and reception (which includes):
  - Arriving early to supervise/ assist vendors in delivery and set up.
  - Coordinating the rehearsal, wedding ceremony, and reception.
  - Facilitate timing in accordance with the itinerary (formal introductions, cake cutting, etc.).
  - Bring the "Bridal Lifesaver Kit."
  - Assist in gathering gifts, personal items, clothing and décor, etc. after the event.
  - Supervise event load-out teardown.

*We know that achieving the perfect wedding requires many months of planning, many miles of travel, and many challenges to stay within a budget. With ASTON Affairs, we have created a unique "All-Inclusive" pricing that lets you know your exact costs up front.*

*We hope you find it easy to plan your wedding with us and thank you for considering ASTON Affairs*

*\*Contact us for pricing and special packages!*

