



# PARTIAL WEDDING PLANNING PACKAGE

Have you booked your venue? Only a couple of vendors? Still wondering how to turn your 20 Pinterest boards into the wedding of your dreams? Let us see what else we can assist you with to make your wedding experience as stress free as possible. This package will include the following:

## PLANNING

- Initial 2 hour in-person consultation with bride and groom
- Unlimited phone / Skype and e-mail consultations
- We take care of booking upwards of 4 vendors on your behalf.
- Inclusive of scheduling and attending up to 4 Vendor meetings and negotiations with upwards of 4 vendors

*\*\*Note: This is not inclusive of venue and catering, venue must be secured by client\*\**

- Arranging / reviewing all vendor contracts
- Assistance with choosing a style / theme for your wedding
- Budget creation and management assistance. If you have already created your own wedding budget, we will be happy to work with it and make sure that nothing goes over your budget
- Wedding timeline development and distribution to selected vendors
- Assistance with Save the Date and Wedding invitations
- Venue walk - through and seating chart mapping
- Vendor recommendation in the following categories: Wedding Cake/ Desserts Decor & Design, Florist, Entertainment - MC, DJ, Band, Live Performances, Lighting & Sound, Photographers & Videographers, Photobooth Services, Ceremony Officiant, Transportation, Invitations & Wedding Day of Stationary, Guest Gifts & Bridal Party Gifts
- Bridal Services Including: Assistance with Bridal Dress and Bridesmaids Dresses, Hair & Makeup
- Groom Services Including: Assistance with Groom and Groomsmen's Attire





CLASSIC AFFAIRS BY JENNA

## PARTIAL WEDDING PLANNING PACKAGE

- Detailed wedding timeline creation
- Reviewing wedding timeline with bride & groom and their vendors
- Revising all final changes of the wedding timeline and providing all vendors with the final wedding timeline
- Wedding day checklist
- Detailed wedding timeline creation
- Reviewing wedding timeline with bride & groom and their vendors
- Revising all final changes of the wedding timeline and providing all vendors with the final wedding timeline



### WEDDING DAY

- Full day of onsite assistance with ceremony, reception and cocktail hour
- Wedding coordination by Lead coordinator + 1 Assistant from start to finish, up to 13 hours
- Coordinating the flow of the ceremony, reception and wedding day
- Making sure everything is running smoothly and according to schedule
- Full set up of the venue, including: table decor, place cards, centerpieces, guest gifts, sweetheart table, wedding guest book and more
- Overseeing vendors production, set up and clean up
- Coordinating speeches and any other entertainment during the reception
- Providing complimentary bride & groom wedding day emergency kits
- Delivery of all final payments to all vendors (if requested)

For additional information, please contact us at  
classicaffairsbyjenna@gmail.com or 416-655-6774

\*Note: If you are between 150-250 ppl an additional fee of \$375 applies, if  
your between 250-350 ppl an additional fee of \$695 applies.\*