



CLASSIC AFFAIRS

WEDDING PLANNING

by Jenna

AND FLORAL DESIGN

FULL WEDDING PLANNING PACKAGE

Just said yes and already feeling the weight of everything that comes next?

You don't need to figure it all out on your own. With this service, we guide the entire planning process - from the moment you're engaged to the day you walk down the aisle - so you can feel supported, confident, and fully present throughout the experience.

PLANNING

- A two-hour in-person consultation with the couple to align on vision, priorities, and next steps
- Unlimited phone, Zoom, and email communication from the time of contract signing through your wedding day
- Guidance in creating and managing a realistic wedding budget that supports your vision, or thoughtful management of an existing budget to ensure everything remains on track
- Creation of a personalized monthly planning and reminder timeline
- Full support in selecting both ceremony and reception venues that align with your design, guest experience, and logistics
- Sourcing, scheduling, and attending vendor meetings, along with managing negotiations on your behalf
- Review, organization, and management of all vendor contracts
- Thoughtful guidance in defining your wedding style, overall aesthetic, and color palette
- Development of a custom mood board tailored to your wedding's design scope
- Assistance with save-the-dates, wedding website review, and invitation selection
- Venue walk-throughs and seating chart planning to ensure flow and functionality
- Curated vendor recommendations across all categories, including: venues, catering, cake and desserts, decor and design, floral, entertainment (MCs, DJs, bands, live performances), lighting and sound, photography and videography, photo booths, ceremony officiants, transportation, invitations and day-of stationery, guest favours, and bridal party gifts



- Bridal services, including guidance with selecting the wedding gown and bridesmaids dresses, as well as hair and makeup coordination
- Groom services, including assistance with selecting suits for the groom and groomsmen
- Full support with menu and beverage selection, including scheduling and attending tastings; experience with both kosher and non-kosher catering options



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- Development and distribution of a detailed wedding timeline for the couple and contracted vendor team
- Creation of a comprehensive wedding day checklist and photography shot list
- Review and coordination of all transportation arrangements
- Timeline review with the couple and vendor team to ensure clarity and alignment
- Ongoing communication with all vendors leading up to and on the wedding day
- Confirmation and finalization of schedules, timelines, and outstanding details with all vendors in the month leading up to the event
- Distribution of the finalized timeline and schedule to the couple and vendors two weeks prior to the wedding
- Wedding rehearsal coordination included (up to one hour, scheduled Monday–Thursday during the week of the wedding)

WEDDING DAY

- Full day on-site coordination for the ceremony, cocktail hour, and reception
- Wedding day coordination led by a lead coordinator and one assistant, from start to finish, for up to 13 hours (based on the final timeline)
- Seamless management of the overall flow of the wedding day, including the ceremony and reception
- Oversight of the schedule to ensure everything runs smoothly and on time
- Set-up of signage, place cards, guest favors, the guest book, and other small personal décor items
- Coordination of the pre-rehearsed ceremony lineup for the wedding party
- Ongoing coordination with the MC and DJ or band throughout the reception
- On-site oversight of vendor production, set-up, and tear-down while Classic Affairs by Jenna is present
- Coordination of speeches and scheduled entertainment during the reception
- Access to a fully stocked wedding day emergency kit
- Delivery of final vendor payments on the wedding day, when requested and arranged in advance

For additional information, please contact us at classicaffairsbyjennagmail.com or 416-655-6774

Note: If the guest count exceeds 150 ppl an additional fee of \$425 applies, and a 3rd coordinator will be added to your package

