

PARTIAL PLANNING

Larissa Wedding Designs, LLC

Email larissaweddingdesigns@gmail.com for rates. Customized packages available.

- Vendor Recommendations & assistance with securing vendors (client will still help with the vendor search and provide suggestions - 50/50 shared partnership in finding vendors)
- Unlimited Venue visits, vendor meetings and email communication
- Design tips (But not full design. Client will provide color palette and main décor ideas)
- Review of vendor contracts before client signs
- Budgeting suggestions (But not detailed budget spreadsheet and not balance tracking)
- Create a day-of timeline
- Create floor plans for the ceremony and reception
- Read through contracts (to make sure they are within contract with all vendors)
- One scheduled sit-down meeting (in addition to the initial consultation) BEFORE the 6 week window (usually done at the venue)
- Day-of coordination: "We are the first to arrive, last to leave" (ceremony and reception)
- Setup and breakdown all personal decor (*this does not include creating centerpieces, adding elaborate florals to arches, etc.)
- Includes planner + assistant
- Handle communication with vendors during 6 weeks leading up to wedding
- Relay final guest counts to all necessary vendors
- Ensure that rental order matches layout + all necessary items are rented

- Send final timeline and layouts out to all vendors 2 weeks prior to the wedding