



*Simple Elegance Event Planning*

***Wedding I Service Package***

***\$800.00***

***Services include:***

- *Initial Consultation to discuss Event details*
- *Idea and Theme Generation*
- *Budget Allocation*
- *Venue/Vendor Contact*
- *Liaison between Client and Venue/Vendor for general communication, meeting scheduling, and payment purposes*
- *Invitation/RSVP processing*
- *Purchase Event Essentials on behalf of Client*  
*(Event Essentials = Invitation, Centerpiece/Decor, Favor)*
- *Create/Decorate Event Essentials*
- *Decoration of Venue*
- *Coordinate/Execute Event Day Timeline*

***Additional \$50.00 Fees charged for the following:***

- *Out of State Travel, fee per trip*
- *Welcome Bags/Baskets for 100 Guests*
- *Return of rented attire/equipment*
- *Assistance with Thank You Notes*

***Payment Arrangements are available***