



## *Wedding Packages*

### ***Full Planning***

*From Start to Finish*

### ***Partial Planning***

*A Nip & Tuck*

### ***Day-of Coordination***

*Hero du Jour*

### ***Getting Started***

*Begin your DIY planning process*

### ***A La Carte***

*Create a custom package to fit your needs*



*\*\*Travel expenses may incur for event locations 20 miles outside of the Twin Cities area. Hotel accommodation expenses will incur for a location more than 60 miles from Twin Cities.\*\**

[info@askmoonevents.com](mailto:info@askmoonevents.com)

651-230-8858

# *From Start to Finish*

## *Full Planning Package*

*Pricing from \$4295 ~ Contact us to discuss your wedding date!*

This package is for couples that want guidance from beginning to end. You get to enjoy all the fun aspects of planning your wedding, while avoiding the stress and anxiety of the behind-the-scenes work.

### *Leading up to the Wedding*

\* Unlimited planning time which can include but not limited

- to:
- Wedding Concept & Design Assistance
  - Vendor Referrals
  - Venue Selection
  - Catering and Menu Selection
  - Music and Entertainment Selection
  - Beauty/Makeup Selection
  - Budgeting Assistance
  - Photography/Videography Selection
  - Officiant Selection
  - Accommodations Search Selection
  - Transportation Search Selection
  - Staging and Audio/Visual assistance
  - Lighting Design assistance
  - Invitations & Guest Management

\* Etiquette Advice

\* Assistance finalizing Banquet Event Orders, Décor, and Logistics as needed

\* Unlimited phone calls and emails to planners

\* Assistance creating your 'essential shot list' for your photographer

\* Creation of Wedding Day timeline

\* Triple Confirmation of Vendors

\* Rehearsal Attendance & Assistance



### *On Your Wedding Day*

\* Comprehensive Day-Of coordination

\* Act as command central for vendors, guests, and wedding party

\* Ensure vendors have arrived on time, run interference if they will be arriving late

\* Vendor assistance and direction with load-in

\* Act as a liaison between the wedding party and the vendors to ensure great communication

\* Set up of special personal event decor including centerpieces, favors, escort cards, menus, guest book, etc.

\* Confirm that our event decor is created to your specifications

\* Assist with the distribution and pinning of boutonnieres and corsages

\* Corral family and bridal party for formal photographs to maximize photographer time

\* Work with venue to ensure a smooth transition between ceremony, cocktail hour & reception

\* Ensure bridal party runs on schedule and assist with an on-time start

\* Orchestrate ceremony line-up and cue ceremony music

\* Move any ceremony decor to the reception

\* Coordinate Grand March

\* Coordinate starting of speeches, cake cutting, 1<sup>st</sup> Dances, etc.

\* Attend to guests special needs

\* Be available for questions from guests

\* Help keep the reception area clean

\* Access to the Event Planning emergency kit solve any unexpected problems

\* Disbursement of all vendor gratuities and final payments

\* Ensure gifts & envelopes are turned in to trusted family or friend

\* Assist with Tear Down if Time Allows

\* Assistance from Lead Planner & Assistant on Wedding Day

\* Unlimited Hours of Planner Help on Wedding Day

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# *A Nip & Tuck*

## *Partial Planning Package*

***Pricing starts at \$2295 ~ Great PKG to customize ~ Contact us to discuss you planning needs!***  
The perfect package for the couple that already has parts of their wedding planned out, but need the guidance, direction, and advice of a planner, as well as professional help for the day of the event.

### ***Leading up to the Wedding***

\* 15 Additional Planning Hours

*Commonly used for, but not limited to:*

*\*Venue Selection*

*\*Budget Assistance*

*\*Management of RSVPs*

*\*Wedding Décor Design*

*\*Additional Day-of Coordination Hours*

- \* One venue walk-through to discuss décor & layout
- \* Help with unique ideas to add those last minute special touches
- \* Assistance finalizing Banquet Event Orders, Décor, and Logistics as needed
- \* Unlimited phone calls and emails to planners
- \* Etiquette Advice
- \* Vendor Referrals
- \* Triple Vendor Confirmations
- \* Rehearsal Attendance & Assistance
- \* Creation of Wedding Day Timeline



### ***On Your Wedding Day***

- \* Comprehensive Day-Of coordination
- \* Act as command central for vendors, guests, and wedding party
- \* Ensure vendors have arrived on time, run interference if they will be arriving late
- \* Vendor assistance and direction with load-in
- \* Act as a liaison between the wedding party and the vendors to ensure great communication
- \* Set up of special personal event decor including centerpieces, favors, escort cards, menus, guest book, etc.
- \* Confirm that our event decor is created to your specifications
- \* Assist with the distribution and pinning of boutonnieres and corsages
- \* Corral family and bridal party for formal photographs to maximize photographer time
- \* Work with venue to ensure a smooth transition between ceremony, cocktail hour & reception
- \* Ensure bridal party runs on schedule and assist with an on-time start
- \* Orchestrate ceremony line-up and cue ceremony music
- \* Move any ceremony decor to the reception
- \* Coordinate Grand March
- \* Coordinate starting of speeches, cake cutting, 1<sup>st</sup> Dances, etc.
- \* Attend to guests' special needs
- \* Be available for questions from guests
- \* Help keep the reception area clean
- \* Access to the Event Planning emergency kit solve any unexpected problems
- \* Disbursement of all vendor gratuities and final payments
- \* Ensure gifts & envelopes are turned in to trusted family or friend
- \* Assist with Tear Down if Time Allows
- \* Assistance from Lead Planner & Assistant on Wedding Day
- \* Either 10 or 12 Hours of Planner Help on Wedding Day (Additional hours may be added)

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# *Hero du Jour*

## *Day-of Coordination Package*

*Pricing from \$1295 to \$1595 depending on date ~ Contact us for a quote!*

Already have everything planned? Need someone to handle the particulars of the big day? Worried that you will be too busy to enjoy your wedding? Ask for the Moon is to the rescue!

### *Leading up to the Wedding*

- \* In-depth consultation at least 4 weeks before your wedding day
- \* One venue walk-through to discuss layout
- \* Creation of a comprehensive timeline from the start of your day until the last guest leaves
- \* Assistance finalizing Banquet Event Orders, Décor, and Logistics as needed
- \* Unlimited phone calls and emails 30 days before the wedding
- \* Rehearsal Attendance & Assistance
- \* Vendor Referrals
- \* Triple confirmation of vendors
- \* Help with unique ideas to add to those last minute special touches
- \* Etiquette Advice
- \* Pick up small wedding items and bring them to ceremony or reception (i.e. programs, place cards, guest book, favors)



### *On Your Wedding Day*

- \* Comprehensive Day-Of coordination
- \* Act as command central for vendors, guests, and wedding party
- \* Ensure vendors have arrived on time, run interference if they will be arriving late
- \* Vendor assistance and direction with load-in
- \* Act as a liaison between the wedding party and the vendors to ensure great communication
- \* Set up of special personal event decor including centerpieces, favors, escort cards, menus, guest book, etc.
- \* Confirm that our event decor is created to your specifications
- \* Assist with the distribution and pinning of boutonnieres and corsages
- \* Corral family and bridal party for formal photographs to maximize photographer time
- \* Work with venue to ensure a smooth transition between ceremony, cocktail hour & reception
- \* Ensure bridal party runs on schedule and assist with an on-time start
- \* Orchestrate ceremony line-up and cue ceremony music
- \* Move any ceremony decor to the reception
- \* Coordinate Grand March
- \* Coordinate starting of speeches, cake cutting, 1<sup>st</sup> Dances, etc.
- \* Attend to guests special needs
- \* Be available for questions from guests
- \* Help keep the reception area clean
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## ***Getting Started***

### ***Beginning your DIY Wedding Planning Process***

***\$350***

Do you love the idea of planning your own wedding? However not sure where to begin? This package is to set you on the right track, so you can enjoy all of the details of the planning process with just a touch of guidance.

### ***Leading up to the Wedding***

- \* One Timeline Creation Meeting & Planning Meeting with of one our planners (Up to 90 Minutes)
  - \* Ultimate Wedding Checklist
- \* Wedding Etiquette Advice Packet which includes how to word a wedding invitation, who to invite, etc.
  - \* Preferred Vendor List and recommendations
  - \* Vendor Tipping Cheat Sheet
- \* Unlimited Phone Calls and Emails to Planners for advice



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