

Betsy Lanning

Wedding & Event Planner Office: 301.732.4063 Cell: 301.980.1717 betsy@betcomweddings.com







The Recipe for a Perfect Wedding

Sapphire Wedding Package Day of Coordination

This package is perfect for the couple who has tackled most of the wedding planning on their own, but would like an experienced professional to take charge of their wedding plans in the last month before the wedding. We will meet 4 weeks before your wedding to go over all the details, contact and confirm all vendors, and create a timeline. On your wedding day we will be onsite to manage and organize all vendors and to heed attention to every detail as you imagined it, leaving you stress free and able to fully enjoy your special day.

- Overview planning meeting with couple to discuss vision, style, and any special needs
- Venue walkthrough
- Create detailed timeline
- Vendor confirmation
- Full onsite assistance at rehearsal, ceremony, and reception
- Oversee and coordinate with vendors
- Ensure decor is set according to plan
- Ensure timeline is followed
- Handle leftovers / prepare to go meals
- Load gifts and personal items at end of wedding
- Disbursement of payment and gratuities

Ask about customizing your package