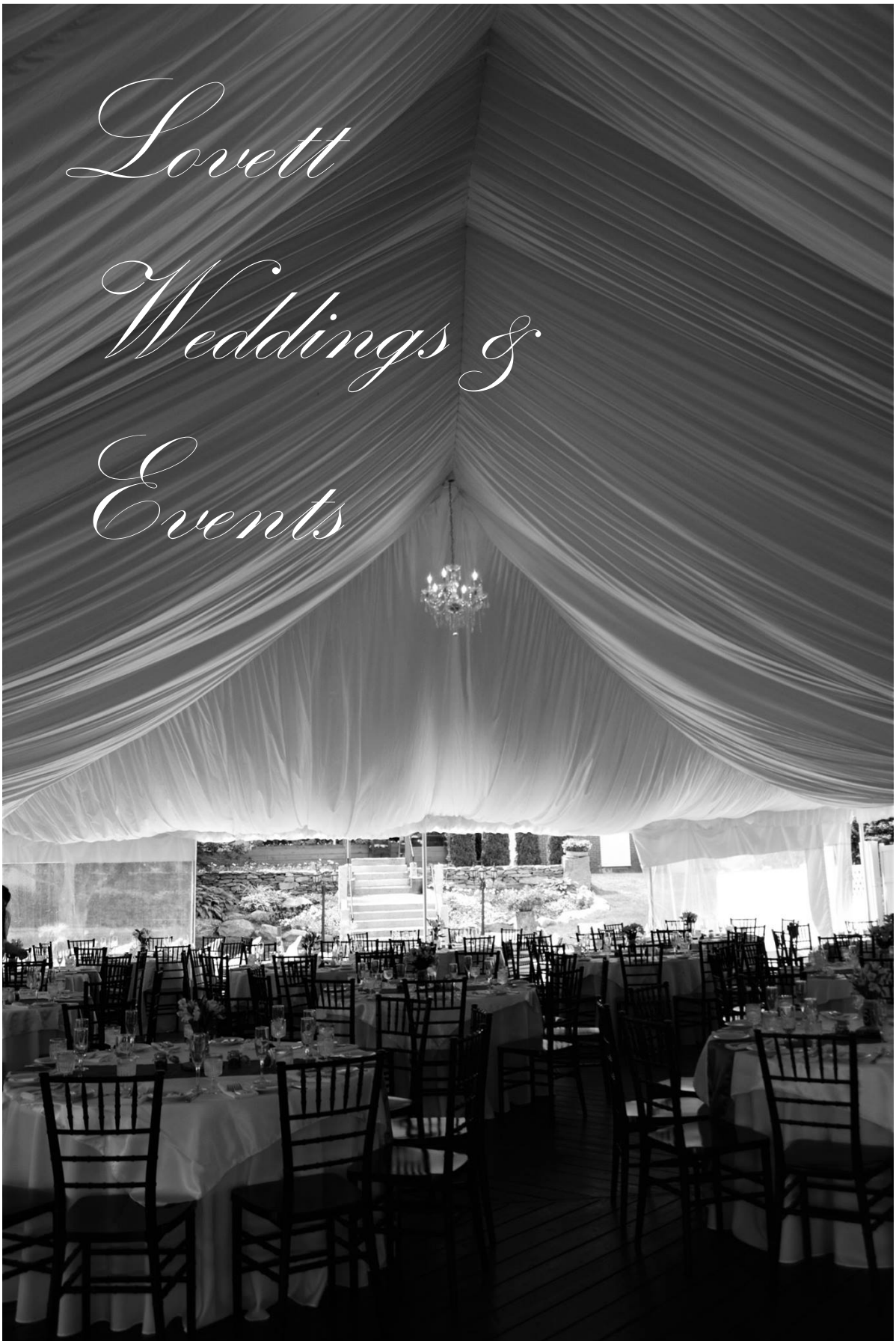


*Lovett
Weddings &
Events*



Our Packages

Full Service Wedding Planning & Coordination Package

Starts at \$5,000

- 2 hour meetings*
Virtual & In Person
- 100 hours total for Meetings & Events
- Wedding Planning & Day of Coordination
 - Wedding Planning
 - Budgeting
 - Wedding Design
 - Vendor Management & Coordination
 - Set Up & Decorating
 - Event Management & Coordination

*Add to All Inclusive Package for all Wedding Events

All Inclusive Wedding Events Package

Starts at \$5,000

- Engagement Party
- Bridal Shower
- Bachelorette Party
- Wedding Dress Shopping
- Bachelor Party
- Rehearsal & Rehearsal Dinner
- Morning After Brunch
- Spa & Wellness Retreats
- Wedding Day Prep Management

Full Service, All Inclusive Wedding Planning & Coordination and Wedding Events Package

Starts at \$10,000

(\$5,000 Full Service + \$5,000 All Inclusive Events)

- Up to 2 hour meetings*
Virtual & In Person
- 200 hours total for Meetings & Events
- Includes Full Service Wedding Day Package + All Inclusive Wedding Events Package

Partial Planning/Month of Planning & Coordination

Starts at \$2,500

- 2 hour meetings*
- Virtual & In Person
- Abridged Full Service Planning & Coordination
- 50 hours for Meetings & Events- Abridged Meeting Agendas

*Add to All Inclusive Package for other Wedding Events

Day of Wedding Coordination

Starts at \$1,500

- 1-2 hour meetings*
- 20 hours for Meetings & Events-Abridged Agenda
- Day of Coordination
 - Couple Coordination Meetings
 - Vendor Coordination
 - Bride & Groom Prep
 - Bridal Party Management
 - Set Up & Decorations
 - Wedding Ceremony Lineup & Coordination
 - Running the show during the Reception

*Add to All Inclusive Package for other Wedding Events

*\$1,000 per extra personnel

Design & Decorating Package

Starts at \$2500

*In addition to Day of Coordination, Packages for extra personnel

Includes:

- o Up to five 1-2 hour Consultations (10 hours)
- o Up to 10 hours of Event Day Set Up & Break Down
- o Design & Preparation
- o Set Up & Break Down of Decor for 3-4 personnel

*\$100 per hour/per personnel for additional hours

*Rentals for Decor & Floral Available upon Request- Subject to pricing of rentals

A la Carte Wedding Planning and/or Coordination

Custom Pricing (\$100/hour per personnel)

- o 1-2 hour meetings*
- o Choose from Full Service Agenda Items

*Add to All Inclusive Package for other Wedding Events

Country Charm House Venue Rental

Starts at \$5,000

- Intimate Weddings- Up to 50 Guests
- Backyard Venue
- Gardens
- Koi Pond
- Forest Backdrop
- Natural Floral
- Patio & Gazebo with mesh screen
- Wood Firepit & Gas Fire table
- Front Wrap Around Porch
- Back Porch with Arbor
- Outdoor Lighting
- Outdoor Furniture-
 - 2 Outdoor Sofa Conversation sets
 - 2 Outdoor Patio table and chair sets
 - Adirondack Chairs
- Outdoor Bar
- Rentals to be added
- Music & Speakers Included- Make your own Playlist
- Your Choice of Catering/Food
- Bridal Suite & Grooms Quarters

*Add Spa & Wellness Retreat Wedding Weekend Package

*Add to All Inclusive Wedding Planning & Coordination

Full Service, All Inclusive

Wedding Planning Meeting Agendas

1. Introduction
2. Budget
3. Guest List & Bridal Party
4. Element Ranking
5. Timeline & Dates
6. Theme & Colors
7. Honeymoon
8. Location & Venues
9. Venue Visits*
10. Officiant & Marriage License
11. Venue, Date, & Officiant Selection
12. Save the Dates & Bridal Party Invitation
13. Engagement Party
14. Rentals
15. Photography & Videography
16. Décor & Floral
17. Food & Drinks
18. Cake & Dessert
19. Traditional elements, specialty elements, remembrance pieces
20. Music & DJ
21. Wedding Dress & Accessories
22. Bridesmaid Dresses
23. Mother of the Bride/Groom Attire
24. Groom & Groomsmen Attire
25. Alterations
26. Vendor Coordination Updates/ Check In
27. Formal Invitations
28. Travel, Accommodations & Transportation
29. Seating Arrangements & Signs
30. Wedding Hair & Makeup
31. Bridal Shower
32. Bachelorette Party
33. Bachelor Party
34. Wedding Weekend Events
35. Spa & Salon
36. Rehearsal & Rehearsal Dinner

37. Day of Coordination
38. Morning After Brunch
39. Marriage Advice & Counseling
 - a. Financial
 - b. Communication
 - c. Date Nights
 - d. Intimacy
 - e. Children
 - f. Hard Times
40. Vows & Readings
41. Summary of Entire Event
42. Changes & Updates
43. Event Weekend
44. Event Weekend
45. Event Weekend
46. Event Weekend
47. Event Weekend
48. Event Weekend
49. Event Weekend
50. Event Weekend

Bride & Groom Initial Discussion

Introduction:

About Amanda, Inspiration, Specialty & Qualifications

Tell me about yourselves:

- Bride & Groom Individually-
 - Favorite colors, foods, places, bucket list, activities, hobbies, interests, occupation, education, future goals, family history, etc
- Bride & Groom's Love Story
- Family Dynamics

What elements are you looking for in your dream wedding?

- Theme
- Color scheme- Primary color, accent color(s), neutral colors (beige, silver, gray, black, white, gold, etc)
- Location- Where is your ideal location? This may also go with the theme
- Traditional Parts- First and Parent Dances, Bouquet/ Garter toss, Cutting the cake, etc
- Special Touches- Remembrance pieces, etc

Wedding/ Honeymoon Element Sections

- Split the wedding elements into sections, with **descriptions** of what elements fall into each section, and rank in order of Importance to YOU as the Bride & Groom (Most Important to Least Important)
 - Honeymoon,
 - Budget
 - Guest List,
 - Venue,
 - Photography,
 - Food,
 - Drink,
 - Decorations & Floral,
 - Music,

- Accommodations,
- Rentals,
- Transportation,
- Attire,
- Stationary,
- Favors,
- Extra/ Unexpected Expenses

Before you Surf and Fall in Love with Pinterest

Planning your wedding is both exciting and challenging. Once you receive that sparkly ring, visions of your big day come rushing in. However, before getting lost in the vibrant world of Pinterest, there are essential steps to ensure your planning process is smooth and grounded. This guide will help you balance inspiration and practical decisions, leading to a memorable wedding while keeping your budget intact.

1. Save the Date- Decide on a date

(I recommend 12-18 months after engagement, so you have time to enjoy being engaged before the wedding madness ensues, time to research, and time to save money for your dream wedding and honeymoon)

2. Decide who will pay for the wedding:

- Bride's Family- Traditional
- Groom's Family
- Bride & Groom
- Combination- Delegate Sections rather than amounts

3. Set a Realistic Budget

- How much do you have in savings that you can **afford** to spend on the wedding/honeymoon?
- How much can you **realistically** save between now and the month before your wedding, while taking into account the following:
 - i. Living expenses, Bills, Student Loans, Car Payments, medical bills, other necessities
 - ii. Is there anything else you are saving up for in the future? i.e. a house, baby, car, etc
 - iii. Emergency Savings- Don't spend your emergency savings on the wedding!!!
 - iv. Dream Honeymoon
 - v. Do not include Credit Card Limits
- See Budget Breakdown, Page 3

4. Research your dream HONEYMOON and include it in your budget breakdown-

Your wedding day is just ONE day of your life... the honeymoon is the beginning of the **rest of your life**, and you want it to start out like a dream. Don't book your honeymoon with what is left of your wedding funds; book it BEFORE the wedding! If all else fails, at least you have a great vacation waiting for you!

5. Decide on the Guest List- Include Everyone you would potentially invite, and rank in order of most important to least important to attend your wedding (Rearrange as

necessary)

*Try to make as even as possible on both sides, but not necessary

*Never invite guests with the expectation that they will not come

example: Destination Weddings that you intend to keep small

Guest List Breakdown

- Keep organized with an Excel Spreadsheet
- Remember that your Guest List & Your Budget are Intertwined. Your Budget determines the Guest List and your Guest List Determines the Budget for each section of your wedding!

- **Rank the Guest List into the Following Categories:**

- **Must Have Guests:**

- i. **Bride, Groom, & Officiant** (YES! You need to include yourselves and the officiant, because there is NO WEDDING without those 3!)

- ii. **Immediate Family:**

- 1. Parents
 - 2. Siblings
 - 3. Grandparents

- **People you would really like to be there:** (Friends, extended family, etc)

- i. Close Extended Family- (Aunts, uncles, cousins, etc)
 - ii. Best Friends

- **People you know WELL who you/ your family would like to be**

- invited/attend:** Friends, Acquaintances, Close Family friends, etc (Have you had a complete conversation/ spent time with them within the last year?)

- **People whom you do not know “well”, but your family would like them to be invited**

- **Your family’s coworker’s best friend’s uncle’s cat (or similar relationship)**

***Do not forget to include your vendors on your guest list!

** Do not forget to include children in overall count if you are having a family friendly wedding

- **Write down guest list specifics for each guest:**

- Disabilities
 - Age Range
 - Food Allergies
 - Food Preferences- Vegetarian, No Pork, etc
 - Potential Dramatic Situations, family feuds, people who need to have control, etc

- Talents, Gear, Connections that would be useful for your wedding
- Will they be traveling/ need a hotel for your wedding night?

Budget Breakdown

Take your agreed-upon Budget and Split it into the Wedding Element Sections (above), with monetary emphasis on the most important elements of your wedding.

***Delegating** sections is a great way for families to contribute and have their own control over your wedding. I recommend delegating sections you are not as passionate about as others for your family to control. This prevents family feuds with each other AND the Bride & Groom.

- Keep Organized with an Excel Spreadsheet (Track projected budget, Savings, Actual spending, total already paid for, and what still needs to be paid for, What is left of budget, etc):

Example:

1. Honeymoon: \$5,000
2. Wedding
 - a. Venue: \$8,000
 - b. Photography/ Videography: \$3,000
 - c. Food: \$4,000
 - d. Drinks: \$1000
 - e. Decorations & Floral: \$1000
 - f. Music: \$1000
 - g. Travel & Accommodations: \$1000
 - h. Rentals: \$1000
 - i. Transportation: \$400
 - j. Attire: \$2,000
 - k. Stationary: \$400
 - l. Favors: \$200
 - m. Gratuities: 20%~ \$5,000
 - n. Extra/ Unexpected Expenses: \$2,000

Wedding Total: \$30,000- \$33,000 (Average cost of a modern day Wedding)

* Note: If you go over budget in one section, make sure you subtract this amount from your least important sections to equal the total budget or less.

Extra & Unexpected Expenses to Remember for Budget

10-20% of Overall Budget

- Marriage License (Can't get married without it!)
- Officiant
- Taxes
- Tips & Gratuities- (20%)
- Event Insurance- Most Venues that you rent will require Event Insurance
- Attire- (Dress, Tux/Suits, Bridal Party attire, Undergarments, etc)
- Alterations
- Accessories- Wedding Rings, other Jewelry, Veil, Shoes, etc
- Beauty Treatments- Spa day, Hair & Makeup, Nails, Facials, etc
- Bridal Party & Family Gifts
- Bridal Party Hair & Makeup, if required
- Flower Girl/ Ring Bearer outfits, if required
- Favors & Welcome Bags
- Pre-Wedding Parties and Attire
- Stationary- Save the Dates, Invitations, Thank you Cards
- Postage
- Day-of Stationary- Menus, Welcome notes, Seating arrangements, etc
- Night Before Accommodations- Tradition for Bride & Groom to be separate- Slumber Party with the Girls, Last night with Family, etc
- Meals & Snacks the Day of- A Hangry Bride/ Groom is a really bad idea
- Forgotten Items
- Day-of Coordinator!- A stress free day is a perfect day!
- Lighting/ Sound/ Extra Décor
- Back Up Plan- Indoor Option, etc
- Vendor Over-time

Ways to Save Money on your Wedding

Stick to your Budget!

Here's How to Save Money on your Dream Wedding

- **Off- Season Wedding**
- **Non-Saturday Wedding**
 - Note: Be cognizant of convenience for your guests, the wedding may be all about you and the groom, but you also want your wedding to be convenient for your guests to attend.
 - Example: Fridays are not convenient for people who work a regular job. Sundays are great for brunch weddings, but be mindful of church services and the fact that it is a work/school night. Other days of the week weddings are great for Destination weddings, where all guests are there multiple days, but not for any regular wedding where guests must take time off work to attend a wedding in/near their hometown.
 - Take into consideration:
 - Travel and Accommodations
 - Date of Wedding and Place, and how they relate to the cost of the wedding itself, and also attendance with travel and accommodations for your guests; i.e. Holidays and Peak Travel times will cost more than off-season times
 - The guests which are most important to attend and if they can afford it/ or have difficulty traveling
 - Work Schedules
 - Distance they have to travel

Affordable Options for Wedding Sections:

Venues:

- Backyard
- Rental Home (All-in-one rental for multiple nights)
- Gardens
- Small Vineyards
- State Parks
- Farms
- Local Estates
- Museums
- Bed & Breakfasts
- Private Beach
- Parks

Photography/ Videography:

*Note: In this category, you get what you pay for!!!

- Up & Coming Photographers
- Photography/ Videography/ Media Students looking to expand their portfolios
- Friends & Family with Talent/ Gear/ Connections, etc

Food & Beverages:

- Friends & Family Offering
- Local Favorite Family Restaurants
- Popular Take Out Restaurants- Unique and Appealing to Guests
- Cocktail Receptions with Appetizers
- Brunch Receptions

Cake/ Dessert:

- Local Family-owned Bakery or Restaurant
- Family & Friends Baking Talent/ Connections
- Sam's Club/ Costco/ BJ's
- Dessert Table instead of Tiered Cake

Alcoholic Beverages:

- Friends & Family Bartenders
- Beer & Wine
- Signature Drink
- Open Bar of Premium Liquors that you purchase in bottles - it is recommended to have a bartender for this option
- Sam's Club/ BJ's/ Costco Bulk Wholesale

Decorations:

- Choosing a venue with natural décor- i.e. flowers, beautiful setting, etc
- Buying wholesale, not renting
- Packages included with rentals
- Do It Yourself- Saves Money, but not time!
- Recycled Items- Glass centerpieces (mason jars/ wine bottles, etc), Wooden Pallets, etc
- Seasonal Sales- i.e. Buying Christmas Lights the day after Christmas
- Bulk Purchases- Amazon.com, Wholesale stores like Sam's Club, Costco, BJs:
 - Décor, Linens, centerpieces, favors, floral, etc
- Local Florists & Nurseries
- Buying floral in bulk and arranging it yourself
- Buying items which can be reused after as decoration for your home or favors for guests
- Friends and Family's Something Borrowed items

Music:

- Friends and Family Talent and Gear (Speakers, microphones, etc)
- Spotify/ Pandora Playlists
- Local Band
- Connections to a DJ or musician

Accommodations:

- **A Rental Home-** provides a venue (for multiple nights), bridal suites, bathrooms, accommodations for bride and groom/family/bridal party, saves money on eating out or catering because you will have a kitchen, spacious, similar venue price for a lot more time, already clean, and any other amenities it may provide, such as an

indoor/outdoor option, connections, entertainment, etc)

- **Requesting a Block of Hotel Rooms** for the night before and night of your wedding- this locks in a set price for your guests to book their accommodations. Choosing a hotel with breakfast included such as Hampton Inn or others give your guests a convenient meal. You can request shuttle access with these packages as well, for transportation to and from the venue for guests.
 - Note: this is not always the best rate available, but they are guaranteed that price should it become a busy time of year and expensive to stay there.
 - Note: DO NOT sign a contract with a hotel that requires you to pay for any un-booked rooms. Most hotels give you the open ended option, which allows you to reserve a special rate for a number of rooms up until a specific date. After this date, reservations are first come first serve for all guests at the hotel.
 - Recommended: Block rooms in several hotels with different affordability levels.
- **Local Bed and Breakfasts-** A great idea for both a venue and accommodations
- **Resorts for Destination Weddings, etc-** Some All-Inclusive resorts such as Sandals include a free wedding ceremony with reservations of a certain number of days and affiliated guests.

Transportation:

- Large limousines for bridal party and family
- Hotel Shuttle package with blocked rooms
- Charter Buses
- Golf Carts for short distances between Ceremony venue and Reception Venue
- Friends and Family vehicles

Stationary: (Save the Dates, Invitations, Thank you Cards, Menus, Seating Charts, Welcome Letters, etc)

- Do It Yourself Stationary- Card Stock, Stamping, Embossing, etc
- Shutterfly Design and Order
- Design on Powerpoint, Illustrator, Photoshop, etc and print via Shutterfly or other printing service
- Friends and Family Talent
- Printable Labels/ Envelopes instead of Calligraphy
- Chalkboards & Signage

Attire:

Wedding Dress:

- Fall Wedding Dress Shopping- New line for next year= Sample Sales
- Small Boutique Bridal Shops- Better Service, Better Deals
- Up & Coming Designers
- Online- * Note: You get what you pay for- many brides are disappointed with the quality of their dresses from online ordering
- Saving money on alterations by buying a dress which needs less alterations- sometimes the alterations end up more expensive than the dress itself
- Used Wedding Dresses- You only wear it once! A lot of brides sell their lightly used dresses
- Friends and Family- Heirlooms, Sewing Talent, or Something Borrowed

Men's Attire:

- Rentals
- Suits that they can wear again and again
- Similar suits they already own- pick a color which is easily matchable- i.e. Black or Navy
- Casual Attire

Favors:

- Buying Wholesale/ Bulk from Amazon.com, etc
- Do It Yourself
- Centerpieces/ Décor that guests can take home

DIY

*Note: Sometimes these Do It Yourself options do not save you money overall due to resources and pieces, and definitely not time. Be careful when deciding on Do It Yourself features of your wedding and ask yourself: Is it logistically feasible to accomplish this task before the wedding? If the answer is no, it is best to eliminate this option, put it on the back burner, or buy the item pre-made.

Please feel free to check out my Social Media & Pinterest Boards

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Facebook.com/Lovett Weddings & Events, LLC

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If you have any questions, concerns, or details you would like to share with me, please feel free to contact me 7 days a week, via email or phone call.

I look forward to working with you and I hope to give you the best day of your lives!

Thank you for choosing **Lovett Weddings & Events**

to help give you the wedding of your dreams!

Best Regards,

Amanda Lovett

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