

## Overall Planning (Premier Package)

Pricing is custom – tailored to each wedding. Please call or email to schedule your complimentary consultation.

This package is designed for the bride and groom that would like assistance with their wedding planning from the very beginning stages until the last guest leaves. Part of our premier package includes full access to Mello productions innovative and creative ideas. Melody would manage the entire process on a day to day basis to ensure that every detail has been taken care of.

We will help you locate the perfect venue, schedule and attend vendor interviews, negotiate contracts, produce a custom design and create an aesthetic event, as well as orchestrate all of the detail of the event. We can arrange transportation, accommodation, itineraries and gift bags for out of town guests as well as track invitations and create seating charts to meet all of your needs. From start to finish, we work with our clients to create an event that is reflective of their style.

This package consists of the following:

- initial complementary consultation
- detailed budget planning meeting with your wedding planner to include all ideas with regards to the style and design of your wedding
- unlimited personalised consultation via phone email or in person (depending on location)
- Expert advice regarding etiquette, tradition, budget and design
- Creative consultation (themes & custom décor)
- custom wedding calendar and checklist
- venue referrals and tours that fit your budget and design
- access to top professionals in the wedding and event industry
- assistance with vendor selection and all contracts
- planning and accompaniment to all vendor meetings
- Accompaniment to your meal tasting/menu selection appointment
- accompaniment to all final detailing appointments with vendors and venue
- final vendor confirmations and directions for the day
- creation of your wedding day itinerary and floor plan design
- Assistance with Rehearsal dinner location and arrangements
- Personal concierge service: Hotel accommodation and travel arrangements for guests, room blocks, gift baskets... all the little details.
- Collection of any wedding items at rehearsal to be brought and set up on wedding day (favours, programs, guest book and place cards etc.)
- wedding emergency kit
- oversee vendor commitments
- unlimited hours on your day, with assistants (where needed)

