

# *Hearts And Souls Event Management LLC*

## *Pricing Packages*

### **Officiant Only**

**Monday- Thursday \$250**

**Friday-Sunday \$295**

- Unlimited text and call support.
- We arrive thirty minutes before the ceremony.
- Fourteen "Love Poem" options to choose from for your ceremony opening.
- Select from fourteen pre-drafted "I Do Vow" options or write your own.
- Seven variations available of the Ring Exchange.
- Complimentary customization for unique and symbolic ceremonies. This includes, The Sand Ceremony, Tree Planting, Unity Lock, Candle Unity, God Knot Ceremony, Wine Blending Ceremony, Ring Warming, Stone Warming, Handfasting, and Tennessee Whiskey shots. Feel free to ask us for more information today!!!
- Our attire will be coordinated to complement your bridal party's colors.
- Personalized ceremonies: We craft unique vows for you to select from, because every ceremony is tailored to you
- British accent is no extra charge!!!

[Find out more](#)

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### **Day of Coordinator Package**

**Starting at \$995**

- **Communication:** Unlimited text and calls from the initial booking until the wedding day.
- **Planning Tools:** Includes a detailed wedding planning questionnaire that we then use to personalize your wedding.
- **Schedule Review and Meetings:** We conduct a detail-focused meeting, four-to-five weeks before the wedding, and this covers all aspects of your special day. After this, a draft will be sent for your review and editing.
- **Detailed Coordination:** A detailed spreadsheet, which encompasses all essential details, is distributed to all vendors and relevant personnel. This occurs one to two weeks prior to the event.
- **Vendor Correspondence:** Coordinate and consult with all vendors at least one week before the wedding.
- **Rehearsal Coordination:** Full management and coordination of the wedding rehearsal.

## On the Wedding Day:

- **Early Arrival and Late Departure:** Our team arrives two to three hours before the ceremony and stays until the job is complete.
- **Ceremony Management:** Behind-the-scenes set-up and ceremony orchestration.
- **Styling and Coordination:** Includes a variety of decor, centerpieces, welcome table, favors, menu cards, table numbers, and escort cards.
- **Reception Setup and Coordination:** Able to coordinate seamlessly with caterers, venue staff, DJ, photographer, and videographer.
- **Day-Long Assistance:** We ensure that the wedding runs smoothly from start to finish.
- **Emergency Kit:** Access to a Wedding Day "Emergency Kit" for unforeseen needs.
- **Final Touches:** We ensure that the venue is returned in its original state. We are usually last to leave and we leave only when you are ready for us to leave.
- **Considerations:** Please consider our full service wedding package for a tailored experience that has been described as exceptional.

**\*The Wedding Rehearsal is Not Included\***

[Find out more](#)

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## Full-Service Wedding Planning Package

**Starting at \$1,795**

- **Day of Coordinator Package included.**
- **Venue Assistance:** We provide recommendations, site visit and contract review assistance.
- **Regular Planning Meetings:** Via email, FaceTime, phone, or in-person.
- **Budget Management:** Preparation, allocation, and spending recommendations.
- **Vendor Coordination:** We can help save you money through our comprehensive network of venues and relationships.
- **Etiquette and Stationery Guidance:** Advice on wedding etiquette and assistance in writing vows.
- **Unique Elements Sourcing:** Able to source special items and services for your day.
- **Attire and Accessories Guidance:** Recommendations on where to shop for wedding attire and accessories.
- **Theme and Style Development:** For a cohesive look, we assist in choosing your design, rentals, and decor.
- **Detailed Itinerary Creation:** Includes the creation of a detailed wedding day timeline. This is distributed to all vendors.
- **Rehearsal:** Includes the wedding rehearsal and day-of timeline management.
- **On-Site Wedding Day Supervision:** Overseeing the ceremony setup, ceremony, and reception.
- **Reception Management:** Styling and coordination of all details. Constant liaising with caterers, DJ, MC, photographer, etc.

- **Day-of Coordination:** We ensure that the event runs smoothly and all plans are executed as discussed.
- **Additional Support:** Additional personnel available depending on the event size. Access to a "Wedding Day Emergency Kit."

[Find out more](#)

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## **The Wedding Rehearsal**

**\$150**

### **What is a Wedding Rehearsal?**

- Often, this is confused with the wedding dinner. A Wedding Rehearsal is a key event, held one to two days before the wedding day. It is your practice run for the wedding ceremony. We have found it allows everyone to become familiar with what to expect, the sequence of events, their roles on the big day, and where everyone needs to be and at what time. The primary participants usually include those getting married, their wedding party (the bridesmaids and groomsmen), close family members (soon to be in-laws), and of course, us. Sometimes, key vendors may attend to oversee and refine the logistical aspects.

**\*Only included in the Full-Service Wedding Planning Package\***

*It is essential that everyone knows where to be and what they are doing on your special day.*

*We highly recommend you add the Wedding Rehearsal to the Day of Coordinator Package, it is so worth it!!*

[Contact Us Today!!!](#)

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