

ALEXY
wedding planning
MARIE

2022
PLANNING PACKAGES



HELLO & *congratulations*

Thank you so much for taking the time to find out more about us.

We specialize in designing and planning occasions to celebrate your love. Our favourite weddings are those that reflect the uniqueness of our couples, and we believe your wedding should be as one-of-a-kind as your love story.



FULL WEDDING

planning

Totally comprehensive, start to finish planning for busy couples that need someone to take most planning elements off of their plate. In most cases, full planning includes 12 - 18 months of ongoing work between the client and planner.

FULL PLANNING

inclusions....

PRE-PLANNING

- Venue recommendations & sourcing
- Monthly planning meetings to keep up connected and on-track
- Emails and/or calls as needed
- Management of your wedding planning documents, including budget, itinerary, critical path and more
- Event design plan and vendor team creation
- Management of all vendors leading up to, and on the day-of the wedding
- Final vendor confirmations
- Invitation sourcing and etiquette
- Attendance at your rehearsal

DAY-OF THE WEDDING

- Coordinator and 1-2 assistants onsite from pre-ceremony to late night (usually 8 - 10 hours total)
- Setup & styling of wedding items (within reason - we're happy to clarify restrictions during our consultation)
- Coordination and cuing of ceremony, including procession and musicians
- Access to "emergency kit" all day for you + the wedding VIPs
- MC "coaching" and cuing of all reception programming (including entrances, dances, speeches, etc)
- Overall coordination of the entire day! Our job is to ensure the day goes as smoothly as possible and be the point person for any questions or issues.





PARTIAL WEDDING *planning*

A client-led consulting package for those that are prepared to spend some time wedding planning on their own, but need a planner to weigh in and manage certain aspects of the process. Clients can choose when to involve the planner, and ask for advice and guidance when they need it.

PARTIAL PLANNING

inclusions...

This package is best for a couple that knows what direction they want to go with their wedding and feels comfortable spending some time on planning, but needs some support for part of the process. The day-of itself is INCLUDED in the 50 hours, usually our team is onsite for 8-10 hours on the day of the wedding. Rehearsals or any pre-wedding events would also count towards the 50 hours. Please note that this package is not available without day-of coordination. For this reason, we ask clients to reserve about 12-15 hours for the last minute confirmations and for the day itself! If you think that this package is a good fit, please contact us and we will chat with you about how we would be able to work with you as a partial wedding planner!





MONTH-OF *planning*

This package is suitable for clients that are planning their own wedding, but need a coordinator to manage all last minute details, including the day itself. Most of our work with you would begin 5 - 6 weeks before your wedding, and our team will help you enjoy and embrace the exciting time leading up to your wedding. We also include a "catch-up" meeting a few months before your date to help ensure you're on track with planning.

MONTH-OF PLANNING

inclusions...

PRE-PLANNING

- Three meetings:
 - Status update meeting and review of plans 4-5 months in advance of wedding
 - Itinerary and final details meeting
 - Site visit to venue with client
- Vendor recommendations at time of booking based on a client's inspiration pictures of Pinterest board
- Coordinator will take over as main point of contact during the 4 - 6 weeks leading up to the wedding
- Final confirmations, review of contracts, and sharing of final itinerary with all vendors before the day of the wedding
- Attendance at ceremony rehearsal

DAY-OF THE WEDDING

- Coordinator and 1-2 assistants onsite from pre-ceremony to late night (usually 8 - 10 hours total)
- Setup & styling of wedding items (within reason - we're happy to clarify restrictions during our consultation)
- Coordination and cuing of ceremony, including procession and musicians
- Access to "emergency kit" all day for you + the wedding VIPs
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destination PLANNING

We are completely passionate about destination planning and would love to work with you to create the perfect once-in-a-lifetime getaway.

If you have a destination event in mind, please share as many details as you can with us at this point in your planning. We will want to schedule a coffee date with you to go over some particulars before deciding if we're a good fit for you needs.

Also, please note that for destination weddings, we require at least one of our planners to accompany you onsite to help guarantee the quality of our work.

Micro wedding

PLANNING & DESIGN

Curated by our planning team, this micro-wedding experience is truly unique!

This concept is best for 20 - 50 guests. You book your venue, then relax and let us do the rest. All you have to do is show up with your nearest and dearest on the day.

This package includes:

4 Hours of Photography

Grazing Board or Take-home Boxes for 20 guests

Bottle of champagne for the couple

Menus, seating chart and/or place cards - customized for your space, style and concept

Decor and floral - customized for your space, style and concept

Legal officiant

A professional wedding planner and a day-of coordinator

Additional guests: \$100/person

Base Fee: \$8000 + hst

Catering and bar services are billed additionally, or can be booked through your venue. This package is highly customizable and many add-ons are available, including venue sourcing, upgraded rentals, cake & sweets, additional photography hours and more.



LET'S WORK *together*

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