



KAYLEIGH ZIEGENBEIN -

CERTIFIED WEDDING PLANNER SERVICES

DAY OF PACKAGE AND FULL WEDDING PLANNING PACKAGES

Day of Package- \$300 dollars

- Formal Consultation with Bride and Groom to get the exact idea of what they are looking for and their vision on the day of the wedding.
- Unlimited Emails with wedding coordinator to keep the bride as well as the coordinator up to date on the progress of planning.
- Wedding day itinerary/ rehearsal dinner itinerary.
- On site emergency kit that can help to fix problems that may arise.
- Coordinator will show up 2hrs prior to event and stay until end of wedding.
- 2hrs of the consultants time the day before wedding for rehearsal dinner.
- Day of consulting and directing, bride and groom, vendors, and wedding party, (including line up for ceremony).
- Make sure flowers are organized and pinned on groom and groomsmen.
- Making dinner plates for bride and groom.
- Make sure DJ knows when to announce different events.
- Distribute final payments to all vendors.

See Page 2 for "Full Wedding Planning Service"

“Full” Wedding Planning-\$750

- Formal Consultation with Bride and Groom to get the exact idea of what they are looking for and their vision on the day of the wedding
- Unlimited emails and scheduled phone conferences with wedding coordinator so that the bride and groom are able to ask any questions to the coordinator that may apply to their weddings.
- Consultant will have 1 additional walk through (2 hr meeting) with the client sometime in the last month prior to the event.
- Consultant will give couple their preferred vendor list that tells couple their list of vendors they trust and like to work with.
- Consultant will look over contract from vendors and make sure that things are taken care of, and that all contracts seem to be fair and legitimate.
- Consultant will call the vendors 2 weeks before the event is to take place to make sure everything is set to be delivered to ceremony site and times.
- Wedding day itinerary/ rehearsal dinner itinerary.
- On site emergency kit to help fix any problems that may arise.
- Consultant will show up, up to 4 hrs prior to even to help with vendor set up.
- 3hrs of the consultants time the day before wedding for rehearsal dinner.
- Make sure flowers are organized and pinned on groom and groomsmen.
- Day of consulting and directing, bride and groom, vendors, and wedding party (including line up for ceremony).
- Making dinner plates for bride and groom.
- Make sure DJ knows when to announce different events.
- Distribute final payments to all vendors.

To Contact Kayleigh: (512) 847-6633 at Lotus Ranch

(512) 757-5732 on her Cell Phone