



ON-THE-DAY *Coordinator* P25K

Coordinators

- 4 On-the-day Coordinators
- 1 Event Manager
- Up to 4 Meetings

- Ocular inspection of church, hotel & reception venue
- Conceptualization of reception program
- Assistance with seat assignment
- Assistance with guest list
- Assistance with venue layout
- Checklist of suppliers
- With wedding checklist and wedding day timeline
- Turnover all items after the event
- Recommendation of suppliers
- Assistance in setting up appointment with possible supplier
- We use two way radio and we decorate your registration table

Freebies

- Signature Frame
- Registrations Set-up
- Loose Poppers Petals
- Body Form for Wedding Gown



FULL WEDDING *Planning* P50K

Coordinators

- 4 On-the-day Coordinators
- 1 Event Manager
- Up to 12 Meetings

- Conceptualization of theme & motif
- Checklist of suppliers to book
- Checklist of church & legal documents needed
- Ocular inspection of church, hotel & reception venue
- Sourcing & canvassing of all possible suppliers
- Assistance in setting up appointment with possible suppliers
- Accompaniment to suppliers meeting & booking
- Assistance with seat assignment & seat layout
- Assistance on guest list
- OTD is applied

Freebies

- Signature Frame
- Registrations Set-up
- Loose Poppers Petals
- Body Form for Wedding Gown