SYB
EVENT PLANNING

Wedding Packages

Please inquire for more information and pricing for any of our packages below.

Soraya@SYBeventplanningservices.com | www.SYBeventplanning.com | Phone: 978-996-8289

EVENT PLANNING

Wedding Packages

Full Wedding Planning Package

The stress free package! Enjoy the fun of planning your wedding and let us take care of all the managing and logistics.

- Assistance with finding a wedding ceremony location and reception venue
- Unlimited consultations via phone, email and face-to-face
- Assistance with setting and keeping a budget
- Research of vendors matching your budget and style
- Schedule and manage vendor meetings
- Review of all vendor contracts
- Coordination of transportation for wedding party and/or guests
- Research accommodations for out-of-town guests
- Create wedding timeline
- Assistance with Rehearsal dinner preparations
- Assistance with wedding etiquette
- Review of rental and linen orders
- Managing ceremony rehearsal
- Full on-site day of assistance at ceremony and reception
- Delivery of final payments to vendors

Full Package One: Includes attending all vendor meetings for support and guidance (non design related - please see our design package below for additional information.)

Wedding Planning Package 2.0

This package is the same as the Full Wedding Planning Package except SYB will not attend any in person meetings (venue only).

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Additions

- Rehearsal Dinner and Location Planning
- Bachelorette/Bachelor Party Organization
- Bridal Showers
- Weekend Events for Guests

Ala Carte Wedding Package

Ala Carte Services to be designed around your specific needs.
Some of these services include:

- Venue Selection
- Budget Planning
- Vendor Selection
- Food & Beverage Management
- Catering Services
- Bar Services
- Design Assistance
- Review of Contracts
- Rehearsal Dinner Location & Coordination
- Welcome Bag Assembly
- Destination Management

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Month-of Wedding Package

Starts 30 days before the wedding.

- Unlimited consultations via phone, email and face-to-face
- Walk-through of reception and ceremony location
- Create wedding day timeline
- Confirm all vendors, ensuring times, directions and responsibilities are clear
- Full on-site assistance at rehearsal, ceremony and reception - Day Of
- Management of vendors on wedding day
- Ensuring the couple, families and guests are catered to
- Transportation coordination
- Delivery of final payments and/or gratuity to all vendors

Day-of Wedding Coordination

Starts 10 days before the wedding.

- 1 planning meeting with couple
- Full day of on-site assistance at ceremony and reception
- Creation of wedding timeline
- Adheres to timeline schedule, including wedding party, family and vendors
- Minor set-up, favor cards, set out card box, table numbers, any other little decorating details
- Confirms all vendors prior to wedding day; ensures each vendor knows their responsibilities
- Delivery of final payment and gratuity to all vendors
- Manages schedule, secures gift table, special item pack up at the end of the evening

**Rehearsal practice - optional for this package. If chosen there will be an additional price.*

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Wedding Design & Consultation Package

From linens, to color pallets, your wedding day design should shine! Our consultants will help you come up with a vision that you love for your wedding. Some of what is included in the package:

- Establishing a style for your wedding
- Selecting linens & rentals
- Design invitation/printed Materials
- Favor ideas
- Lighting design
- Cake design
- Floral design
- Specialty embellishments
- Draping & custom backdrops
- Dessert table creation

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