



Month of Coordinator

A day of coordinator is the person running your event so you or a loved one can enjoy the day. You plan your wedding, we make sure your day goes as planned. We take care of the following 4-6 weeks before your event.

- Create/review wedding day timeline
- Oversee wedding setup/clean up from catering to decor and everything in between (If you are D.I.Y bride, we got you)
- Ensure wedding timeline and event runs in a timely manner (We will let you know when it's time for you to walk down the aisle, have your first dance, toss your bouquet, etc)
- Coordinate with vendors and review contracts to ensure all services are provided
- Provide a warm and welcoming environment for families and guests
- Meet with you a month before your special day to make sure your day is as beautiful as you planned it would be
- Unlimited contact via email, phone, text
- Coordinate final payments to vendors
- Ceremony rehearsal on the day of (How can you gather everyone to practice walking down the aisle if you're still getting your hair done?!)
- Oversee Reception Events Example - Entrance, first dance, dinner, garter toss, bouquet toss, cutting of the cake, and toasts
- Make sure bride and groom's personal belongings are with designated family member/friend
- But we also make sure uninvited guests and family drama are nowhere to be found, crazy cousins don't get too crazy and that you actually eat a piece of your wedding cake!

Why do you need one?

1. So your sister or best friend can enjoy their day with you instead of worrying about the DJ being on time for your grand entrance and having the photographer/videographer on site with no kids on the dance floor etc.
2. So the bride and groom can enjoy their day with peace knowing that someone will let them and their family members know when the first dance is, when it's an appropriate time for photos etc.
3. The coordinator will make sure that everyone and everything is where they need to be, when they need to be there.



So Sweet Bridal believes in transparency and making sure you know where your investment is going towards.

BREAKDOWN OF COSTS

- Wedding Coordinator pricing begins at \$700
- Pricing includes 7 hr coverage
- \$75 per additional hour
- 1 Assistant: \$150.00*
- PLEASE NOTE: If your day has two locations such as a church and a different reception venue, an assistant is required. An assistant is also required for every 200 guests.

Texas Sales Tax (8.25%):

Total investment:

*Assistant required per 200 guests

*Deposit to save date: 50% of total

Total Balance due 3 months prior event date