

With all of the planning and organization for your special day completed, it's time to let go of the reins and have Glitzy Events step in to ensure that all your efforts result in an idyllic, memorable, and flawless event. As part of our Silver package, we will meet with you approximately one month before the day of your event in order to familiarize ourselves with every detail and nuance of your special occasion. In the subsequent weeks, we will work closely with you to create a thorough time line, determine final tasks, and contact your vendors to confirm all arrangements. This service is designed for our clients who have already planned their event 'to the T', but don't want to worry about anything on the big day and require us to execute their dream wedding. With our Month-of coordination service we will manage all of the on-site logistics down to the last detail. On the day-of your event, Glitzy Events will take over so that you can relax knowing everything is taken care of.



Our month-of coordinating option will offer you:

- Weekly/Bi-weekly phone and email contact
- 2 in person meetings prior to the wedding
- Walk through of Venues/Design, Catering the month prior to wedding
- Securing of any last minute Vendors
- Guidance and assistance with religious and traditional ceremonies
- Assistance with transportation arrangements from Hotel to Wedding Venue
- Create Master Time line, Confirmation & Communication of all arrangements with venue and vendors prior to the day of the event with all hired vendors, logistics, time schedules, DJ Scripts etc.
- Rehearsal script and coordination, the day prior to the wedding
- Vendor payment and gratuity distribution/Collection of gifts and personal belongings
- Coordinate, Troubleshoot, manage entire wedding day and every detail from start to finish
- Assist with last minute set up and special touches etc. as per Contract.
- Peace of Mind for you and your family to enjoy the day

Silver Package

MONTH OF COORDINATION & WEDDING DAY EXECUTION

As all of our packages are fully customized to your particular needs and wishes, exact pricing will be determined by the size and scope of your event, the range of coordination services and time required, the number of months lead time, and travel (additional charges if necessary).



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EVENTS