

EVENTFULL

WEDDINGS



INVESTMENT GUIDE

Karen Cerboni



I'm Karen Cerboni, creator, and lead planner of EventFull Weddings.

I combined thirty-five years of corporate experience negotiating contracts and managing deadlines, with my passion for design and entertaining, to create EventFull Weddings.

We offer a unique approach of detailed communications, refined and modern aesthetics, and elevated client experiences, as we work together to create the wedding of your dreams.

With EFW by your side, you can be confident the entire planning experience will be as memorable and cherished as the day itself.



MENU OF SERVICES

FW

We offer different packages to fit your needs, whether you are looking for full planning and design, or day-of coordination, there is an option fit for you.

Full Planning

FROM 4,500

An Elevated Design and Planning Experience

Partial Planning

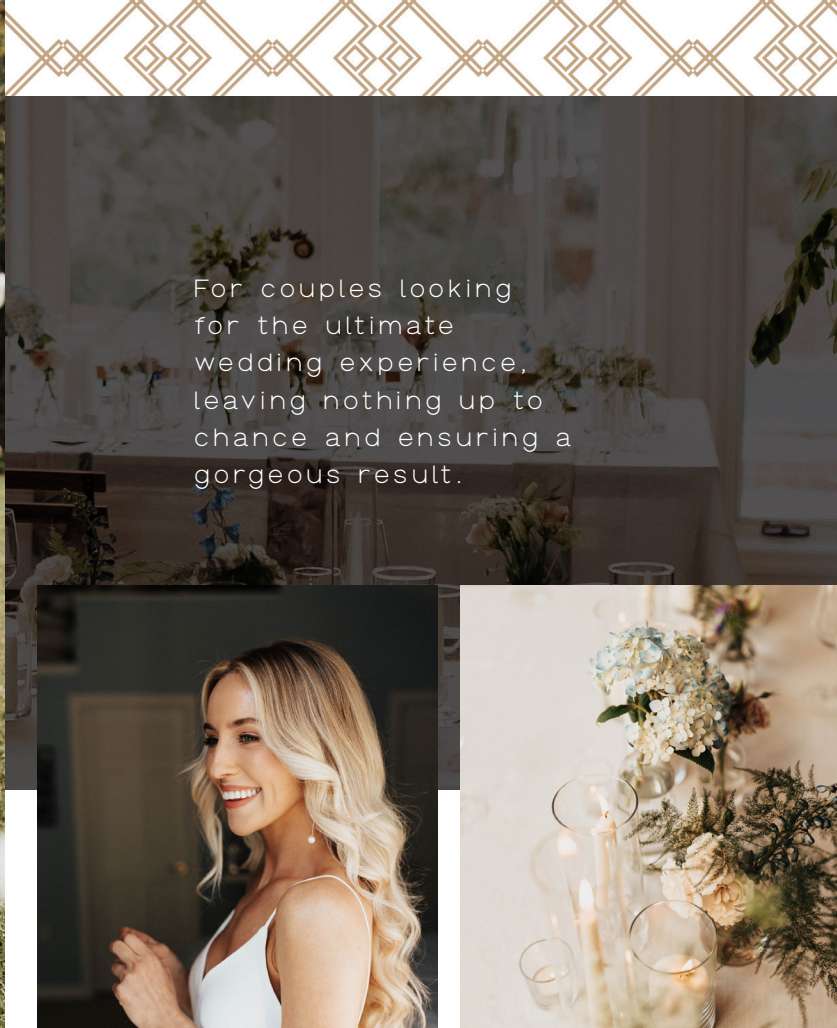
FROM 3,000

For Advise and Guidance

Coordination

FROM 1,500

Relax and Enjoy Your Day



Full Planning FROM 4,500

Professionally curated design with meticulous planning and coordination

Everything included in Partial Planning & Coordination Plus:

- Budget management
- Five on site venue tours to help you select the ideal location
- Collaborate on design with you and your vendor team through private mood boards for a cohesive professional design, including but not limited to: invitations & save the dates, miscellaneous stationary needs, floral & table design, menu selection, decor, lighting, linens, etc.
- Attend all vendor design and planning meetings
- Secure and present vendor design proposals, quotes and contracts
- Prepare a vendor payment schedule to ensure your payments are made timely
- Assist with guest accommodations, transportation, and logistics
- Assemble and mail invitations
- Assemble and deliver guest welcome bags

Also includes everything within the day-of coordination package

For the couple looking for advice and guidance along the way.



Partial Planning FROM 3,000

*Providing advice and guidance
from beginning to end*

- Initial meeting to discuss budget and wedding vision
- Budget creation and advice
- Monthly to do list and check-ins to keep you on track
- Unlimited email and phone contact
- Preferred vendor recommendations
- Review contracts for important details and dates
- Advise on design
- Attend the final selection and planning meeting with your venue and catering manager.
- Create your floor plan
- Create a day of itinerary in collaboration with your vendor team for the wedding party
- One hour rehearsal and review of the day of itinerary with the wedding party

Also includes everything within the day-of coordination package

Day of Coordination

FROM 1,500

Leave the Details to us!



Relax with your family and friends knowing you have a team of professionals meticulously coordinating and executing your wedding day.

- 8 weeks prior to your wedding we'll have our initial meeting to discuss the details to ensure nothing has been overlooked
- Unlimited contact via email or phone
- Contact all vendors to confirm orders, guest count and logistics 30 days prior to the wedding
- Attend final meetings with the venue and catering managers
- Create your floor plan
- Collaborate with all vendors to create your day of itinerary
- One hour rehearsal and review of the day of itinerary with the wedding party
- Full Day of Coordination with a minimum of two coordinators
- Act as point of contact for all vendors
- Manage the day of timeline with photography, hair and makeup, and transportation to get you down the aisle on time
- Distribute bouquets and pin boutonnieres
- Line up wedding party for the ceremony, manage the procession and post ceremony photos and transportation
- Stage décor items at the ceremony, cocktail hour and or reception to include but not limited to signs, place cards, cake knife, favors, table numbers etc. (items provided by couple)
- Meet vendors to oversee ceremony and reception set up
- Manage the reception timeline with caterer, photographer, and entertainment to ensure a seamless event
- Distribute tips to vendors
- Distribute gifts and décor items to the designated person following the event.
- Oversee vendor teardown
- Ensure reimbursement of security deposits



FWF

Memorable Events

Additional Planned Celebrations

CUSTOM PRICING FROM 500

- Proposals
- Engagement Party
- Bridal Shower
- Rehearsal Dinner
- Welcome Party
- Bridal luncheon
- After Party
- Farewell Brunch



Karen Carboni

The Next Steps

ONE

Schedule Consultation

Review the services provided and select the option that's right for you then schedule a complimentary consultation. During our initial consultation, we'll discuss the details of the packages, you can ask any questions you may have, we'll review the contract and payment options.

TWO

Finalize Your Booking

After your consultation, I will email your contract and invoice.

The signed contract and a 50% nonrefundable retainer is necessary to secure your date and begin the first stages of the planning process together.

THREE

Initial Meeting

Once you are contracted it's time to start planning! I like to meet at a local coffee house or happy hour (my treat!) or Zoom if that works best for you.

We'll begin by discussing your budget, reviewing color palette options, consider a theme, and our to do list moving forward.

Email Karen To Schedule Your Consultation at: eventfullweddings@gmail.com