

"Let us create the wedding of your dreams!"

## **FULL WEDDING PLANNING**

- Initial consultation with Bride and Groom
  - Create timelines and schedules
- Budget planning and tracking of deposits, balances due, dates, etc.
- Attire and accessory selection for bride & groom and bridal party, including bride's fittings if desired
- Create a theme or color scheme and work it into the wedding
  - Save-the-date and/or invitation assembly
- Save-the-date and/or invitation mailing and tracking RSVPs
  - Research ceremony and reception sites, accompany bride & groom on site tours
  - Unlimited vendor referrals and contract reviews
  - Unlimited vendor interviews and/or final meetings
- Create a suitable menu or assist in choosing from pre-existing packages
  - Manage guests' meal choices for sit down dinners
  - Reception layout and seating chart arrangements
    - Coordinate rentals
  - Wedding paperwork (marriage license, name change documents etc.)
    - Wording programs for the ceremony
    - Coordinate transportation for the bride & groom and bridal party
    - Coordinate hair and makeup for the bride & bridesmaids
      - Coordinate hotel room blocks for guests

Rehearsal & Wedding Day Services are Also Included a la carte services can be added as desired

Contact Us For a Free Consultation! info@SpiceCateringGroup.com • 860-316-2759 x101 SpiceCateringGroup.com