

Legendary Quest Package: Month of Coordination

This package includes the following:

- Monthly check-in via email or phone with to-do list.
- Vendor Recommendations provided as needed.
- Participate in 2 meetings with client and selected vendors prior to wedding.
- Attend 1 venue site visit with client prior to the rehearsal, ceremony and reception.
- Unlimited email and phone help during the month prior to your wedding. Emails and phone calls received after business hours will be returned promptly the next business day.
- Includes help with final details such as designing table numbers, escort cards, guest amenities, favors, etc.
- Final consultation will be the week of the wedding to finalize and review the details of your rehearsal, ceremony and reception. At this time, you will need to provide Magically Managed Events with any items that must be set up on the day of the wedding.
- Confirm details with all vendors one week prior to the wedding.
- Create a custom timeline for your rehearsal and wedding day. Send the timeline with itinerary to all vendors, family members and the wedding party.
- Provide coordination and management of the rehearsal (up to 2 hours on-site).
- On-site wedding day management to coordinate, manage and troubleshoot the wedding day.
- Set up and display of your personal items (card box, escort cards, signage, small décor items, etc.) Florist or event Décor Company responsible for major décor items.
- Collect and deliver all wedding gifts & keepsakes after the wedding reception.
- Other services may be added to this package at our normal hourly consultation rate.

Please note that our business hours are

Monday – Friday from 10am – 5pm.

Weekends are by appointment only.