

◀ Partial Planning ▶

Our **Partial Event Planning** service is designed for clients who have begun the planning process and want expert guidance to refine details, manage logistics, and ensure flawless execution—without committing to full-service planning.

Ideal For

Clients who have secured key vendors and need professional support to bring everything together seamlessly—while maintaining confidence, clarity, and peace of mind.

What's Included

Planning & Design Support

- Optimized venue layout to enhance guest flow and functionality
- Expert venue assessments to identify logistical needs and opportunities
- Seamless coordination of rehearsal
- Custom event day timeline and detailed floorplan

Vendor & Logistics Management

- Efficient vendor management, including communication and coordination
- Full vendor wrap-up and confirmation of final details
- Proactive progress updates to keep planning on track
- Flawless timeline management from setup through breakdown

Communication & Resources

- Unlimited communication beginning three months prior to the event
- Event planning guides and access to a curated preferred vendor list

Execution

- All services included in **Day-Of Coordination** package, ensuring calm, professional oversight on your event day

