

amper&and

WEDDINGS EVENTS

Coordinating Packages & Prices

most popular

	SET-UP ASSISTANT \$749	HALF-DAY COORDINATOR \$999	FULL-DAY COORDINATOR \$1499	WEEK-OF COORDINATOR \$1999
30-minute consultation	&	&	&	&
Number of one-hour meetings	0	1	2	3
Create the day-of timeline	&	&	&	&
Coordinate a rehearsal ***			&	&
Unlimited emails	&	&	&	&
Unlimited text messages			&	&
Up to 5 hours* on the day-of	&	&	&	&
Up to 7 hours* on the day-of		&	&	&
Up to 9 hours* on the day-of			&	&
Up to 11 hours* on the day-of				&
Set up décor	&	&	&	&
Organize vendors upon arrival	&	&	&	&
Coordinate ceremony ***	& <i>only if time permits</i>	&	&	&
Manage the timeline		&	&	&
Direct guests to cocktail hour		&	&	&
Assist in "flipping" the space, if needed		&	&	&
Organize wedding party for the "grand entrance"		&	&	&
Dismiss guests by table for dinner, if needed		& <i>only if time permits</i>	&	&
Prepare for first dance, toasts, cake cutting, etc.			&	&
Clean up décor			& <i>only if time permits</i>	&
Serve as your vendors' contact person the week of the wedding				&

* Prices are based on all hours being **consecutive**; this time cannot be split between setup & teardown.

TRAVEL FEES:

Up to **30 minutes** from Morse & High (43214) = no charge

Up to **60 minutes** from Morse & High (43214) = \$49 per roundtrip

Up to **90 minutes** from Morse & High (43214) = \$99 per roundtrip

More than 90 minutes from Morse & High = considered on a case-by-case basis

Longer distances available via air travel for destination weddings; [email us for details](#)

OPTIONAL ADD-ONS:

Florals = starting at \$79 per bouquet / \$49 per centerpiece

Calligraphy = starting at \$2 per envelope / \$49 per hand-lettered sign

Officiating = \$449 with any package (includes a rehearsal) / \$549 if booked a la carte

Rehearsal = \$299 (cannot be confirmed until the 60-day mark; see below for details ***)

Additional day-of time = \$129 per hour (if consecutive) / \$229 per hour (if there's a gap)

Full- or partial-planning services are also available & customized based on the clients' needs

IMPORTANT DETAILS:

- A signed contract and 50% booking fee are required in order to confirm your date
- A consultation is required for all packages, and it's usually done via phone or Zoom
- Everything included in each package is considered optional; package rates are firm
- Pricing includes taxes and fees (with the exception of travel fees; see above for details)
- There will be additional charges for any tasks typically handled by a caterer, including but not limited to: setting up buffets or dessert displays, clearing dishes, cutting cakes
- Lastly, **there are three things not included** with any of our packages:
 - Handling cards or gifts
 - Tracking down family for photos
 - Setting up or breaking down tables & chairs

*** A walk-thru of the processional *at the venue* is required in order to successfully coordinate the ceremony. However, because we do occasionally book Friday weddings, we're unable to confirm your rehearsal date until the 60-day mark (*with the exception of the **WEEK-OF package**, which allows you to book your rehearsal as soon as you book your wedding*). Please note that this walk-thru *can* be done on the day of the wedding if no other time is available; it's not necessary for both soon-to-be newlyweds to be present at a day-of walk-thru (unless they've done a "first look" already). Thank you for understanding!

*Please email hello@ampersandflowers.com with any questions or to schedule your complimentary 30-minute consultation.
We'd be honored to be part of your wedding team!*

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