

Events by Autumn Packages

PACKAGE DETAILS	EVENT DESIGN	DAY OF COORDINATION	FULL SERVICE WEDDING PLANNING	SIGNATURE EVENT BY AUTUMN
Initial Consultation				
Wedding Planning Workbook				
Event Design Workbook				
Budget Planner				
Guest List Tracker				
Vendor Recommendations				
Ceremony Structure/Logistics				
Reception Timeline Planning				
Rain Plan				
Event Maps: Ceremony, Reception				
Table Scapes				
Pinterest Inspiration				
Mood Boards				
Lighting Ideas				
Floral Ideas				
Custom Cake Design				
Specialty Decor				
Tent Decor				
Client Portal Access				
Inventory Checklist				
Vendor Interviews				
FAM Trip				
Proof Reader				
Catering Coordination				
Facilitate Rental Order				
Banquet Event Order				
Wedding Party Itinerary				
Vendor Communications (Ongoing)				
Wrap-Up Meeting				
Decor Management				
Rehearsal Management				

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Wedding Day Management				
Assistant				
Wedding Day Emergency Kit				
Venue Tour				
Guest Accommodations				
Transportation				
Wedding Website Assistance				
Initial Site Visit				
Hand Crafted Decor				
Linen Rentals				
Custom Linen Creation				
Stationery Creation: Save the Dates, Invitations, Day of Paper Products, Thank You Notes				
Decor Use (Rentals)				
Decor Use (No Cost)				
Review Vendor Contracts				
Vendor Contact (Month Of)				
Steaming of Linens				
Bridal Portrait Coordination				
Payment Schedule				
Payment Service				
Rehearsal Dinner Coordination				
Scattering Party Coordination				
RSVP Tracking				
Event Greening				
Floral Donation				
Wedding Gown Preservation				
Calligraphy				
Invitation Production				
Personal Shopping				
Favor Assembly				
Welcome Gift Assembly/Delivery				
Tabletop Run Through				
Music Management				