

Full-Service Event Planning for only \$ 6,500.00

- Manage event Budget
- 1 Day of Coordinator staff included
- RSVP Management
- Unlimited consultation meetings via phone, Skype and email
- Suggest and check the availability of vendors and venues
- Arrange the site tours
- Negotiate and review each vendor contract
- Event Design
- Schedule all appointments (and attend if local)
- Ongoing communication with vendors
- Establish a budget and keep track of vendor payment schedule
- Assist with the guest list and seating arrangements
- Provide venue layout
- Preparation of timeline
- Direct vendors and oversee setup and take down on the day of the event
- Event Supervision
- Confirm all contracted vendors one week prior to the event date
- Up to three meetings to finalize details

Day Of Coordination

Day of Event Service for only \$3,500.00

- Up to two meetings with the couple to finalize details
- Unlimited emails and phone calls
- Provide a detailed timeline of the events and distribute to host and vendors
- Confirm all contracted vendors one week prior to Event Date
- Oversee vendor set up and take down
- Event Supervision
- Help to pack up all personal items and décor (if applicable) and hand it off to the family member

DJ Service Elite Package \$3,600.00

Ceremony & Reception

- Your Songs Selections over 150,000 songs
- 1 Wired/ 1 Wireless & a lapel Microphone
- High-end Equipment
- LED Party Lights
- Moving Head LED Lights
- Timeline Preparation
- MC Service
- Fog Machine
- Up-lighting
- Monogram Lighting
- Bubble Machine
- Sparkle Machine

DJ Service Gold Package \$2,500.00

Ceremony & Reception

- Your Songs Selections over 150,000 songs
- 1 Wired/ 1 Wireless & a lapel Microphone
- High-end Equipment
- Monogram Lighting
- LED Party Lights
- Bubble Machine
- Timeline Assistance
- Basic MC Service

DJ Service Silver Package \$1,600.00

Ceremony & Reception

- Your Songs Selections over 150,000 songs
- 1 Wired/ 1 Wireless & a lapel Microphone
- High-end Equipment
- LED Party Lights
- Timeline Assistance
- Basic MC Service

Basic Corporate Events

- **DJ Service Basic Package \$1500.00**
- High-end Equipment
- LED Party Lights
- Dance lights