

WELCOME PACKET

SOMETHING PROFOUND WEDDINGS

Welcome To Your Profound Wedding

SPW

WELCOME PACKET



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LET'S MAKE MAGIC



WELCOME PACKET

You should be feeling super productive for getting to this point. We couldn't be more excited to support you in your celebration, so let's get started!

The first step is to review this packet and our website where we provide all the details of our support and kind words from past couples.

Once you have that *"I have to have SPW on my wedding team"* moment, kindly fill out our questionnaire and schedule your complimentary discovery call so we can get to know you and your wedding vision.

This is where it gets good. The more we learn about you as a couple, the more our relationship can blossom. After-all, we'll be your third wheel on one of the biggest days of your life.

We'll be in touch soon after you submit your inquiry!

visit our website

EXPERIENCE

You're probably wondering what it's like to work with me. Totally fair, after all, it's my passion to work with couples in love who value my contribution. Here's a little taste...

Bride Jen, 9 months before her wedding ★★★★★

We are in the midst of wedding planning with Rebecca and I am not lying when I say this wedding would be nothing without her. She is excellent in every way possible. Rebecca keeps us organized, gives us a push when we need it, offers sound advice and recommendations, listens to our ideas and incorporates them perfectly, and makes us feel better about everything every step of the way. She is professional but kind and fun. She also knows all the best vendors in the city. I recommend her to everyone looking for a planner. Don't think twice!

Bride Jen, after her wedding ★★★★★

There are no words to accurately describe how incredible Rebecca was. Our wedding was beautiful and memorable because of Rebecca. She kept us on track, reminded us of important deadlines and considerations, sourced vendors, provided recommendations, offered fun ideas, and helped us make big decisions. She is organized, thorough, punctual, and the perfect level of assertive and diligent. She also is a lovely person. It was the ultimate pleasure to work with her. I recommend Rebecca to everyone getting married. Hire her – I guarantee you will not be disappointed.

WELCOME PACKET

PLANNING & COORDINATION PACKAGES

SERVICE PACKAGE	COORDINATION			PLANNING		
FEATURES	BASIC	PETITE	PROFOUND	PARTIAL	PROFOUND	INCLUSIVE
Onboarding Meeting <small>To be scheduled asap after contract</small>	✓	✓	✓	✓	✓	✓
Planning Software <small>Planning Checklist, Timeline Builder, Layout Tool, Guest RSVP Tracker, Budget Tool</small>	✓	✓	✓	✓	✓	✓
Progress Calls	\$	6	✓	✓	✓	✓
Timeline & Layout Creation	\$	✓	✓	✓	✓	✓
Final Walkthrough	\$	✓	✓	✓	✓	✓
Tastings & Vendor Meetings	\$	½	✓	✓	✓	✓
Coordination Assistant			✓	✓	✓	✓
Vendor Sourcing				4	✓	✓
Wedding Design					½	✓
Venue Sourcing						✓
Day of Coordination Rehearsal & Wedding Day	Hourly	Set Up - Tear Down	Photos - Tear Down			

COORDINATION PACKAGES

PROFOUND COORDINATION

Pre Wedding

- Scheduled client calls and meetings
- Vendor recommendations and contract review
- Vendor Coordination
 - Tastings and mockups
 - Reconciliation to timeline, layout and contract
 - Final Walkthrough
 - Detailed run of show
- Access to our online planning system
 - Vendor recommendations
 - Custom coordination checklist and timeline
 - Venue layout and floor plan creation
 - Guest list RSVP and tracker
 - Budget tracker and payment reminders
 - Custom wedding timeline for you, your VIPs and your vendors

Day of Coordination

- Rehearsal coordination
- Wedding day coordination from readying photos to tear down
 - Coordination Assistant as necessary
 - Hero Kit
 - Wedding timeline implementation and vendor management
 - Set up of personal wedding materials (signage, stationery, photos, gifts & guestbook)

8500

COORDINATION PACKAGES

PETITE COORDINATION

Pre Wedding

- 6 Scheduled client calls and meetings
- Vendor recommendations and contract review
- Vendor Coordination
 - Tastings and mockups
 - Reconciliation to timeline, layout and contract
 - Final Walkthrough
 - Detailed run of show
- Access to our online planning system
 - Vendor recommendations
 - Custom coordination checklist and timeline
 - Venue layout and floor plan creation
 - Guest list RSVP and tracker
 - Budget tracker and payment reminders
 - Custom wedding timeline for you, your VIPs and your vendors

Day of Coordination

- Rehearsal coordination
- Wedding day coordination from set up to tear down
 - Hero Kit
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 - Set up of personal wedding materials (signage, stationery, photos, gifts & guestbook)

COORDINATION PACKAGES

BASIC COORDINATION

*Limited Availability

RECOMMENDED Pre Wedding

- Onboarding Call
 - Vendor recommendations and contract review
- Final Walkthrough
 - On-site tour of your venue(s) to walk and talk through the timeline, layouts and inventory
- Final Review Call

INCLUDED Pre Wedding

- 12month access to our online planning system
 - Vendor recommendations
 - Custom coordination checklist and timeline
 - Venue layout and floor plan tool
 - Guest list RSVP and tracking
 - Budget tracker and payment reminders

REQUIRED Day of Coordination

- Minimum 4 hours for day-of on-site services
- Client provides final timeline, layout, inventory, contacts; due two weeks out.

RECOMMENDED Day of Coordination

- Hours to be allocated on the wedding day and pre/post based on availability
- Wedding day coordination
 - Hero Kit
 - Wedding timeline implementation and vendor management
 - Set up of personal wedding materials (signage, stationery, photos, gifts & guestbook)

250 PER HOUR

CONSULTATION & A LA CARTE

Hourly Consultation

- Engaged couples: Do you have bigger questions? We offer hour consultations where you can ask for advice and education on a big blocker or just get answers to some of your smaller questions.
 - i.e. photo permits, what to look for in a vendor, how to plan a beauty schedule.
- Curious about the wedding industry or entrepreneurship? We offer support for your burning questions from "what does a [insert vendor here] actually do?" to "how do I leave my 9-5 and start my own business?"
- Add on hours or assistants to coordination

Plan Audits

- You've poured your heart and soul into planning your wedding. Now you're nervous you might have missed something. This includes a block of our schedule to focus on you and your plan. This is more economical if you have complex questions or need a thorough review with a quick turnaround.

Design

- For couples and wedding planners we provide peace of mind and an artful eye. We can simply curate your design concept or carry you through the floor plan layouts.

Life Milestones

- Your questions don't stop after the wedding. We can support you in building a team solving problems for your home and family.

SPW DETAILS



CONTACT

Have a question or update?

Aisle Planner Once you book, we'll communicate via our software and linked emails.

Email rebecca@somethingprofoundweddings.com

Our first choice is Aisle Planner for communications. It allows us to work collaboratively and keep track of our progress seamlessly.

Office hours vary with client blocking and calendar scheduling links to ensure we can connect and use our time efficiently.

We're responsive and will answer your questions as timely as possible, usually within 48 hours. We're offline on wedding days because every couple deserves our 110% on their wedding day!

Communication and progress are the foundation of successful planning and coordination! We'll provide you with a checklist and deadlines to keep us on track. We'll also develop a cadence of check ins that evolve with the phases of the process.

DETAILS

We are inclusive to all couples in love. Please clarify your preferred pronouns and roles so we can best support you.

We're a local, queer & woman owned, small business and encourage our clients to engage with others when building their wedding team.

We'll include all your vendor payment deadlines and instructions in your Aisle Planner calendar. You'll receive helpful reminders, so you can focus on better things.

Questions? Let us know!

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EXAMPLE TIMELINE

9 AM	Beauty & grooming
1 PM	Readying photos
2:30 PM	First Look
3-4 PM	Party photos
4-4:30 PM	Family photos
4:30-5 PM	Guest arrival
5-5:30 PM	Ceremony
5:30-6:30 PM	Cocktail hour
6:30 PM	Reception
6:40 PM	Grand entrance
6:45-8:15 PM	Dinner service
7:45 PM	Toasts
8:05 PM	Cake cutting
8:15 PM	Special dances
8:30-10 PM	Dessert & dancing
9:30 PM	Late night snack
10 PM	Photo concludes
11:30 PM	Last Call
12:00 AM	Event concludes & vendor strike
12:15 AM	After party

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