

2026/2027



TATTED PLANNER SERVICE PACKAGES

PACKAGE OVERVIEW

DAY-OF COORDINATION

Ideal for clients who want a flawless event day. We focus on execution during the final month, including complete on-site management for a smooth experience.

Starting at \$4k

FULL PLANNING

Our most involved, personalized package for clients who want expert guidance every step of the way. We handle every detail to bring your vision to life seamlessly.

Starting at \$6k

BESPOKE STYLING

An outfit styling service for bridal and private events. We curate wardrobe details to ensure you look and feel your absolute best for your event.

Starting at \$125/hr



WHAT IS INCLUDED

ITEM	DAY-OF COORDINATION	FULL PLANNING	BESPOKE STYLING
BUDGET MAPPING	✗	✓	✓
LOGISTICS & VENDOR MANAGEMENT	1 MONTH PRIOR TO EVENT	✓	✓
CLIENT/PLANNER MEETINGS	1 MONTH PRIOR TO EVENT	✓	✓
EVENT DESIGN	✗	✓	N/A
TIMELINE CURATION	✓	✓	✓
ON-SITE DIRECTION	✓	✓	✓
SET UP & WRAP UP	✓	✓	N/A
DIY	+\$200	+\$200	N/A
CLEAN UP	+\$200	✓	N/A

COST BREAKDOWN

CONTINUED

BASE PACKAGE RATE	EVENT SCALE ADD-ONS	LOGISTICAL FEES
CORE COORDINATION HOURS	A LA CARTE SERVICES	TRAVEL & MILEAGE COSTS
ON-SITE LABOR	PHYSICAL COMPLEXITY	ACCOMODATIONS & LODGING
PACKAGE SPECIFIC DELIVERABLES	GUEST COUNT ADJUSTMENTS (OVER 120 GUESTS)	ON-SITE PRODUCTION ASSISTANTS

SAMPLE

CONTRACT

THE TATTED PLANNER
Event Planning & Bespoke Styling



Master Service Agreement

Effective Date: [Date]
This Agreement is entered into between **The Tatted Planner** ("Planner") and [Client Name(s)] ("Client").

1. Scope of Services

Planner agrees to provide professional event coordination for the event scheduled on [Event Date]. Services include pre-event consultation, logistical architecture, vendor management, and on-site production oversight.

2. Investment & Payment

Description	Amount
Non-Refundable Retainer	20% of Total Fee
Final Balance	Due [x] Days Prior to Event
Local Travel Fee	\$0.67/mile (beyond 50 miles)
Destination Service Fee	\$(Insert Amount) (covers out-of-market complexity)

2.1 Destination Travel Expenses: For any event requiring air travel or overnight lodging, the Client is responsible for all actual costs including airfare (Economy Plus/Business) and hotel accommodations.

3. Limitation of Liability & Indemnification

3.1 Limitation of Liability: To the maximum extent permitted by law, the Planner's total liability for any claims, losses, or damages arising out of this Agreement shall not exceed the total amount of fees paid by the Client to the Planner. The Planner shall not be liable for any indirect, consequential, or incidental damages.

3.2 Indemnification: The Client agrees to indemnify and hold the Planner harmless from any and all claims, damages, or expenses (including legal fees) arising from the actions of guests, third-party vendors, or any activities during the event that are not under the direct control of the Planner.

4. The Three Strike Rule

The Tatted Planner maintains a zero-tolerance policy for harassment or discrimination. If the Planner or staff is subjected to derogatory language or unsafe behavior by the Client or guests, services will be terminated immediately after two warnings. A third instance results in immediate departure without a refund.

5. Force Majeure

Neither party is liable for failure to perform due to Acts of God, natural disasters, or government restrictions making the event illegal or impossible.

6. Cancellation Policy

The 20% retainer is non-refundable. Cancellations within 60 days of the event require 50% payment of the remaining balance. Cancellations within 30 days require 100% payment.

Client Signature: _____ **Date:** _____
Planner Signature: _____ **Date:** _____

