

RANGE wedding planning



Wedding Planning Packages & Pricing Guide

218-610-4799

RANGEWEDDINGPLANNING.COM

WEDDINGS@RANGEWEDDINGPLANNING.COM

Table of Contents

| | |
|-------------------------------|----|
| Full Wedding Planning..... | 3 |
| Partial Wedding Planning..... | 8 |
| Day of Coordination..... | 12 |
| Package Add-Ons..... | 15 |
| Package Comparison..... | 16 |

Full Wedding Planning

From start to finish we will be there by your side to help you make your dream wedding come true. You will receive access to an online portal which includes a wedding planning checklist, budgeting tool, guest list tracker, design tool, and more. We handle everything including vendor management, guest management, decor and details, last minute details, and we make sure your big day goes smoothly. This is perfect for couples who want to enjoy their engagement and make the planning process as stress free as possible.

Pricing & General Information

| | |
|---|---|
| Package Price | This package is \$4,000 |
| What does the package include? | The package includes wedding management, vendor management, decor and detail assistance, guest management, assistance with last minute details, and wedding day coordination. You will have 1 wedding coordinator and 1 assistant on there to assist on your wedding day. |
| How many guests does this package cover? | This package covers up to 175 guests. Weddings over 175 guests will incur a higher cost due to extra assistant coordinators being required and more time for setup and planning. |
| How far out does the planning need to start? | Full wedding planning services should be booked out at least 14 months in advance. It takes at least 12 months to plan a wedding. |
| Are there any additional fees not mentioned above? | An extra day of assistant can be added for \$350. Package add-ons are found below. Travel fees may incur for weddings 60+ miles from 55775. |

Full Wedding Planning

Wedding Organization

- **Bi-Monthly Consultation Meetings:** We offer regular bi-monthly consultation meetings to discuss progress, address concerns, and make informed decisions as your wedding approaches.
- **Unlimited Consultation:** Enjoy unlimited hours of consultation via phone, email, and in-person meetings, ensuring all your questions and ideas are addressed promptly and comprehensively.
- **Wedding Budget Development:** We will create and maintain a detailed wedding budget, ensuring that your financial resources are allocated wisely to achieve your dream wedding while adhering to your financial goals.
- **Wedding Checklist Management:** We will create and manage a comprehensive wedding checklist to keep you on track with all the necessary tasks and milestones, ensuring nothing is overlooked as your wedding day approaches.

Vendor Management

- **Vendor Selection Assistance:** We will help you select the best vendors for your wedding, including but not limited to venues, florists, caterers, photographers, and musicians.
- **Vendor List Maintenance:** We maintain an organized vendor list, ensuring you have easy access to their contact information and details.
- **Payment Management:** We oversee vendor payments to ensure they are made on time and according to your contracts.
- **Appointment Scheduling and Confirmation:** We handle the scheduling of appointments with vendors and confirm all details to keep your wedding planning on track.
- **Vendor Meeting Attendance:** We can attend select vendor meetings on your behalf, providing an extra layer of expertise and support.
- **Contract Review and Guidance:** We meticulously review vendor contracts to protect your interests and provide guidance on any necessary revisions.
- **Vendor Communication:** We serve as the point of contact for all vendor communication, streamlining the process and ensuring clear and efficient exchanges.

Full Wedding Planning

Decor & Details

- **Color Scheme and Decor Ideation:** We provide expert assistance in developing a harmonious color scheme and creative decor ideas that align with your vision and style.
- **Decor Meetings Coordination:** We attend and assist at decor meetings with florists, linen companies, and rental companies to bring your wedding decor vision to life, ensuring every detail is impeccably executed.
- **Stationery Selection Support:** We guide you in choosing stationery items such as save-the-dates, invitations, menu cards, programs, and place cards, ensuring they align with your overall theme and aesthetics.
- **Wedding Favors and Gift Selection:** We offer advice on selecting wedding favors, wedding party gifts, wedding attire, and out-of-town baskets, tailored to your preferences and budget.
- **Venue Walkthrough and Consultation:** We conduct a thorough walkthrough of your venue to discuss timeline logistics, decor placement, seating arrangements, and other essential details to ensure a seamless wedding day.
- **Menu Selection Assistance:** We provide valuable assistance in curating the perfect menu for your wedding, working closely with caterers to accommodate your culinary preferences and dietary needs.

Guest Management

- **Wedding Website Creation and Management:** We will create and manage your wedding website to keep guests informed about all the essential details, from event schedules to travel information.
- **Hotel Room Block Booking:** We handle the coordination and booking of hotel room blocks to ensure your guests have convenient and comfortable accommodations.
- **RSVP Management:** We take the responsibility of managing and tracking all RSVPs, ensuring you have an accurate guest count well in advance of your wedding.
- **Seating Plan Development:** We will create a thoughtfully designed seating plan and arrange the seating layout, ensuring a smooth flow and harmonious guest experience.
- **Invitation Management:** We handle the entire invitation process, from sending out invites, save-the-dates, and rehearsal invites, taking the stress out of guest communication and ensuring everything is sent on time.

Full Wedding Planning

Last Minute Details

- **Wedding Night Accommodations:** We handle the arrangements for the couple's wedding night accommodations, ensuring a special and memorable stay.
- **Ceremony Support:** We provide valuable assistance in writing the ceremony, selecting ceremony music, and ensuring all necessary license requirements are met.
- **Final Timeline Preparation:** We meticulously prepare the final wedding day timeline, ensuring every detail is accounted for and all aspects of your day run smoothly.
- **Vendor Coordination:** We distribute the day-of timeline to all vendors and confirm final details with them, guaranteeing that everyone is on the same page.
- **Last-Minute Assistance:** We are on standby to assist with picking up last-minute rental items or running any unforeseen errands to ensure nothing is left to chance.
- **Out of Town Basket Delivery:** We take care of the delivery of out-of-town baskets to your designated locations, providing a warm welcome to your guests.
- **Rehearsal Coordination:** We provide guidance on rehearsal coordination, ensuring everyone is comfortable and confident in their roles for the big day.
- **Stationary Items Collection:** We handle the pickup of stationary items such as place cards, menus, and more, ensuring they are perfectly arranged on your wedding day.
- **Item Collection and Distribution:** We collect and organize items to be distributed on the wedding day, ensuring that every detail is executed according to your plans and expectations.

Full Wedding Planning

Wedding Day Coordination

- **Complete Wedding Day Coordination:** Our team of two coordinators ensures seamless coordination throughout your wedding day, from start to finish.
- **Reception Setup and Final Touches:** We oversee the reception setup, providing assistance and attention to the final touches to create an elegant and inviting atmosphere.
- **Vendor Communication:** We greet and assist all vendors, serving as the primary point of contact to ensure they are well-informed and prepared for their roles.
- **Last-Minute Errands:** We are available to run any last-minute errands, allowing you to focus on the joy of your day.
- **Flower Distribution:** We handle the distribution of flowers, corsages, boutonnieres, ensuring that everyone looks their best.
- **Guest Assistance:** We act as the go-to persons for any questions or concerns, providing information and assistance to guests throughout the day.
- **Timeline Management:** We assist vendors to keep the wedding timeline flowing smoothly, ensuring that all events and activities are well-coordinated.
- **Emergency Handling:** In the event of unexpected issues, we are prepared to handle emergencies swiftly and professionally.
- **Vendor Coordination:** We ensure that all vendors are in place and set up correctly, so your wedding day goes off without a hitch.
- **Event Coordination:** We oversee the coordination of the grand entrance, toasts, cake cutting, dances, bouquet toss, and grand exit, making sure each moment is executed flawlessly.
- **Vendor Tips Distribution:** We pass out vendor tips as per your instructions, ensuring gratitude is expressed to your service providers.
- **Photographer Support:** We ensure the photographer has the necessary photo list and assist in gathering the key shots you desire.
- **End-of-Night Duties:** We take care of packing everything up at the end of the night, collecting wedding gifts, guest book, decor, and delivering them to you.
- **Transportation Oversight:** We ensure that end-of-night transportation is running smoothly, allowing you to depart your celebration with ease and peace of mind.

Partial Wedding Planning

Starting 6 months out, we will be there by your side to guide you through the rest of your wedding planning. This is perfect for the couple that wants to choose their main vendors and decor, but still need assistance with finalizing the rest of their wedding plans.

You will receive access to an online portal which includes a wedding planning checklist, budgeting tool, guest list tracker, design tool, and more.

Pricing & General Information

| | |
|---|--|
| Package Price | This package is \$2,500 |
| What does the package include? | The package includes wedding management, vendor guidance, guest management, assistance with last minute details, and wedding day coordination. You will have 1 wedding coordinator and 1 assistant on there to assist on your wedding day. |
| How many guests does this package cover? | This package covers up to 175 guests. Weddings over 175 guests will incur a higher cost due to extra assistant coordinators being required and more time for setup and planning. |
| How far out does the planning need to start? | Partial wedding planning services should be booked out at least 6 months in advance. |
| Are there any additional fees not mentioned above? | An extra day of assistant can be added for \$350. Package add-ons are found below. Travel fees may incur for weddings 60+ miles from 55775. |

Partial Wedding Planning

Wedding Organization

- **Bi-Monthly Consultation Meetings:** We offer regular bi-monthly consultation meetings to discuss progress, address concerns, and make informed decisions as your wedding approaches.
- **Unlimited Consultation:** Enjoy unlimited hours of consultation via phone, email, and in-person meetings, ensuring all your questions and ideas are addressed promptly and comprehensively.
- **Wedding Budget Development:** We will assist you with finalizing your wedding details and guide you on the rest of your vendor selection while helping you stay in budget.
- **Wedding Checklist Management:** We will create and manage a comprehensive wedding checklist to keep you on track with all the necessary tasks and milestones, ensuring nothing is overlooked as your wedding day approaches.

Vendor Management

- **Vendor Selection Assistance:** We will help you make sure you have all the necessary vendors to bring your vision to life. We do not perform any vendor management until the week of the wedding but can provide you with potential vendor options for vendors that have not been chosen yet.
- **Vendor Communication:** We reach out to your selected vendors the week before the wedding day to introduce ourselves as the day of point of contact, hand over the wedding day timeline, final guests counts, and meal choices (if applicable).

Decor & Details

- **Stationery Selection Support:** We guide you in choosing stationery items such as invitations, menu cards, programs, and place cards, ensuring they align with your overall theme and aesthetics.
- **Wedding Favors and Gift Selection:** We offer advice on selecting wedding favors, wedding party gifts, wedding attire, and out-of-town baskets, tailored to your preferences and budget.
- **Venue Walkthrough and Consultation:** We conduct a thorough walkthrough of your venue to discuss timeline logistics, decor placement, seating arrangements, and other essential details to ensure a seamless wedding day.
- **Menu Selection Assistance:** We provide valuable assistance in curating the perfect menu for your wedding, working closely with caterers to accommodate your culinary preferences and dietary needs.

Partial Wedding Planning

Guest Management

- **Hotel Room Block Booking:** We handle the coordination and booking of hotel room blocks to ensure your guests have convenient and comfortable accommodations.
- **RSVP Management:** We take the responsibility of managing and tracking all RSVPs, ensuring you have an accurate guest count well in advance of your wedding.
- **Seating Plan Development:** We will create a thoughtfully designed seating plan and arrange the seating layout, ensuring a smooth flow and harmonious guest experience.
- **Invitation Management:** We handle the entire invitation process, from sending out wedding and rehearsal invites, taking the stress out of guest communication and ensuring everything is sent on time.

Last Minute Details

- **Wedding Night Accommodations:** We handle the arrangements for the couple's wedding night accommodations, ensuring a special and memorable stay.
- **Ceremony Support:** We provide valuable assistance in writing the ceremony, selecting ceremony music, and ensuring all necessary license requirements are met.
- **Final Timeline Preparation:** We meticulously prepare the final wedding day timeline, ensuring every detail is accounted for and all aspects of your day run smoothly.
- **Vendor Coordination:** We distribute the day-of timeline to all vendors and confirm final details with them, guaranteeing that everyone is on the same page.
- **Last-Minute Assistance:** We are on standby to assist with picking up last-minute rental items or running any unforeseen errands to ensure nothing is left to chance.
- **Out of Town Basket Delivery:** We take care of the delivery of out-of-town baskets to your designated locations, providing a warm welcome to your guests.
- **Rehearsal Coordination:** We provide guidance on rehearsal coordination, ensuring everyone is comfortable and confident in their roles for the big day.
- **Stationary Items Collection:** We handle the pickup of stationary items such as place cards, menus, and more, ensuring they are perfectly arranged on your wedding day.
- **Item Collection and Distribution:** We collect and organize items to be distributed on the wedding day, ensuring that every detail is executed according to your plans and expectations.

Partial Wedding Planning

Wedding Day Coordination

- **Complete Wedding Day Coordination:** Our team of two coordinators ensures seamless coordination throughout your wedding day, from start to finish.
- **Reception Setup and Final Touches:** We oversee the reception setup, providing assistance and attention to the final touches to create an elegant and inviting atmosphere.
- **Vendor Communication:** We greet and assist all vendors, serving as the primary point of contact to ensure they are well-informed and prepared for their roles.
- **Last-Minute Errands:** We are available to run any last-minute errands, allowing you to focus on the joy of your day.
- **Flower Distribution:** We handle the distribution of flowers, corsages, boutonnieres, ensuring that everyone looks their best.
- **Guest Assistance:** We act as the go-to persons for any questions or concerns, providing information and assistance to guests throughout the day.
- **Timeline Management:** We assist vendors to keep the wedding timeline flowing smoothly, ensuring that all events and activities are well-coordinated.
- **Emergency Handling:** In the event of unexpected issues, we are prepared to handle emergencies swiftly and professionally.
- **Vendor Coordination:** We ensure that all vendors are in place and set up correctly, so your wedding day goes off without a hitch.
- **Event Coordination:** We oversee the coordination of the grand entrance, toasts, cake cutting, dances, bouquet toss, and grand exit, making sure each moment is executed flawlessly.
- **Vendor Tips Distribution:** We pass out vendor tips as per your instructions, ensuring gratitude is expressed to your service providers.
- **Photographer Support:** We ensure the photographer has the necessary photo list and assist in gathering the key shots you desire.
- **End-of-Night Duties:** We take care of packing everything up at the end of the night, collecting wedding gifts, guest book, decor, and delivering them to you.
- **Transportation Oversight:** We ensure that end-of-night transportation is running smoothly, allowing you to depart your celebration with ease and peace of mind.

Day of Coordination

Starting 4-5 weeks out, we will be there to help you finalize details and coordinate your big day. This is perfect for brides who want to plan their entire wedding, but need guidance and a strong coordinator leading up to their wedding. You will receive access to an online portal where together we will work on finalizing guest lists, seating charts, design, and make sure no detail is missed.

Pricing & General Information

| | |
|---|---|
| Package Price | This package is \$1,500 |
| What does the package include? | The package includes final wedding management, vendor communication, guest management, assistance with last minute details, and wedding day coordination. You will have 1 wedding coordinator and 1 assistant on there to assist on your wedding day. |
| How many guests does this package cover? | This package covers up to 175 guests. Weddings over 175 guests will incur a higher cost due to extra assistant coordinators being required and more time for setup and planning. |
| How far out does the planning need to start? | Day of coordination services should be booked out at least 3 months in advance. |
| Are there any additional fees not mentioned above? | An extra day of assistant can be added for \$350. Package add-ons are found below. Travel fees may incur for weddings 60+ miles from 55775. |

Day of Coordination

Wedding Organization

- **Weekly Consultation Meetings:** We will participate in weekly consultation meetings to discuss progress, address concerns, and make informed decisions as your wedding approaches.
- **Unlimited Consultation:** Enjoy unlimited hours of consultation via phone, email, and in-person meetings, ensuring all your questions and ideas are addressed promptly and comprehensively.
- **Wedding Checklist Management:** We will create and manage a comprehensive wedding checklist to keep you on track with all the necessary tasks and milestones, ensuring nothing is overlooked as your wedding day approaches.

Vendor Management

- **Vendor Communication:** We reach out to your selected vendors the week before the wedding day to introduce ourselves as the day of point of contact, hand over the wedding day timeline, final guests counts, and meal choices (if applicable).

Decor & Details

- **Venue Walkthrough and Consultation:** We conduct a thorough walkthrough of your venue to discuss timeline logistics, decor placement, seating arrangements, and other essential details to ensure a seamless wedding day.

Guest Management

- **Seating Plan Development:** We will create a thoughtfully designed seating plan and arrange the seating layout, ensuring a smooth flow and harmonious guest experience.

Last Minute Details

- **Ceremony Support:** We provide valuable assistance in writing the ceremony, selecting ceremony music, and ensuring all necessary license requirements are met.
- **Final Timeline Preparation:** We meticulously prepare the final wedding day timeline, ensuring every detail is accounted for and all aspects of your day run smoothly.
- **Vendor Coordination:** We distribute the day-of timeline to all vendors and confirm final details with them, guaranteeing that everyone is on the same page.
- **Last-Minute Assistance:** We are on standby to assist with picking up last-minute rental items or running any unforeseen errands to ensure nothing is left to chance.
- **Rehearsal Coordination:** We provide guidance on rehearsal coordination, ensuring everyone is comfortable and confident in their roles for the big day.
- **Stationary Items Collection:** We handle the pickup of stationary items such as place cards, menus, and more, ensuring they are perfectly arranged on your wedding day.
- **Item Collection and Distribution:** We collect and organize items to be distributed on the wedding day, ensuring that every detail is executed according to your plans and expectations.

Day of Coordination

Wedding Day Coordination

- **Complete Wedding Day Coordination:** Our team of two coordinators ensures seamless coordination throughout your wedding day, from start to finish.
- **Reception Setup and Final Touches:** We oversee the reception setup, providing assistance and attention to the final touches to create an elegant and inviting atmosphere.
- **Vendor Communication:** We greet and assist all vendors, serving as the primary point of contact to ensure they are well-informed and prepared for their roles.
- **Last-Minute Errands:** We are available to run any last-minute errands, allowing you to focus on the joy of your day.
- **Flower Distribution:** We handle the distribution of flowers, corsages, boutonnieres, ensuring that everyone looks their best.
- **Guest Assistance:** We act as the go-to persons for any questions or concerns, providing information and assistance to guests throughout the day.
- **Timeline Management:** We assist vendors to keep the wedding timeline flowing smoothly, ensuring that all events and activities are well-coordinated.
- **Emergency Handling:** In the event of unexpected issues, we are prepared to handle emergencies swiftly and professionally.
- **Vendor Coordination:** We ensure that all vendors are in place and set up correctly, so your wedding day goes off without a hitch.
- **Event Coordination:** We oversee the coordination of the grand entrance, toasts, cake cutting, dances, bouquet toss, and grand exit, making sure each moment is executed flawlessly.
- **Vendor Tips Distribution:** We pass out vendor tips as per your instructions, ensuring gratitude is expressed to your service providers.
- **Photographer Support:** We ensure the photographer has the necessary photo list and assist in gathering the key shots you desire.
- **End-of-Night Duties:** We take care of packing everything up at the end of the night, collecting wedding gifts, guest book, decor, and delivering them to you.
- **Transportation Oversight:** We ensure that end-of-night transportation is running smoothly, allowing you to depart your celebration with ease and peace of mind.

Package Add-ons

| | |
|--|---|
| <p>Engagement Party Planning & Coordination</p> | <p>We offer engagement party planning and coordination services to help you celebrate this special occasion in style and ease, from selecting the perfect venue to organizing the entertainment and decor.</p> <p>Starting at \$800</p> |
| <p>Bridal Shower Planning & Coordination</p> | <p>We offer planning and coordination for bridal showers that are a reflection of your personality and preferences, including venue selection, games, decorations, and catering.</p> <p>Starting at \$800</p> |
| <p>Out of Town Basket Creation</p> | <p>We create personalized out-of-town baskets to welcome your out-of-town guests with thoughtful items that showcase your local area and enhance their stay.</p> <p>Starting at \$75 per person</p> |
| <p>Rehearsal Dinner Planning & Coordination</p> | <p>We will plan and coordinate the rehearsal dinner to provide any necessary support and ensure that all details are coordinated smoothly, setting the stage for a successful wedding day.</p> <p>Starting at \$500</p> |
| <p>Day After Brunch Planning & Coordination</p> | <p>We can plan and coordinate a delightful day-after brunch, offering a relaxed and enjoyable setting for you and your guests to reminisce and extend the celebration.</p> <p>Starting at \$800</p> |

Package Comparison

| Package | Full Wedding Planning | Partial Wedding Planning | Day of Coordination |
|----------------------------------|-----------------------|--------------------------|---------------------|
| Price | \$4,000 | \$2,500 | \$1,500 |
| Timeframe | 12-14 Months | 6 Months | 4-5 Weeks |
| Meeting Frequency | Bi-Monthly | Bi-monthly | Weekly |
| Budgeting | ✓ | Partial | |
| Checklist | ✓ | ✓ | ✓ |
| Vendor Selection | ✓ | Limited | |
| Vendor List Maintenance | ✓ | | |
| Payment Management | ✓ | | |
| Appointment Scheduling | ✓ | | |
| Vendor Meeting Attendance | ✓ | | |
| Contract Review | ✓ | | |
| Vendor Communication | ✓ | Week Before | Week Before |
| Color Scheme & Decor Development | ✓ | | |
| Decor Meeting Coordination | ✓ | | |

Package Comparison

| Package | Full Wedding Planning | Partial Wedding Planning | Day of Coordination |
|--------------------------------|-----------------------|--------------------------|---------------------|
| Stationary Selection Support | ✓ | ✓ | |
| Wedding Favor & Gift Selection | ✓ | ✓ | |
| Venue Walkthrough | ✓ | ✓ | ✓ |
| Menu Selection | ✓ | ✓ | |
| Website Management | ✓ | | |
| Hotel Room Blocking | ✓ | ✓ | |
| RSVP Management | ✓ | ✓ | |
| Seating Planning | ✓ | ✓ | ✓ |
| Invitation Management | ✓ | ✓ | |
| Wedding Night Accommodations | ✓ | ✓ | |
| Ceremony Support | ✓ | ✓ | ✓ |
| Timeline Prep | ✓ | ✓ | ✓ |
| Vendor Coordination | ✓ | ✓ | ✓ |
| Last-Minute Assistance | ✓ | ✓ | ✓ |

Package Comparison

| Package | Full Wedding Planning | Partial Wedding Planning | Day of Coordination |
|--------------------------------|-----------------------|--------------------------|---------------------|
| Out of Town Basket Delivery | ✓ | ✓ | |
| Rehearsal Coordination | ✓ | ✓ | ✓ |
| Stationary Items Collection | ✓ | ✓ | ✓ |
| Item Collection & Distribution | ✓ | ✓ | ✓ |
| Wedding Day Coordination | ✓ | ✓ | ✓ |