



Day of Coordination

DIY "DO IT YOURSELF" PACKAGE



About Do it Yourself Package

We believe it is impossible to take over the reins of a wedding 30 days out and guarantee a flawless wedding day. So, we built our Planning Package with everything you need. We call it the **DIY “Do it Yourself” Package**.

The **DIY Package** includes a Planning Software account personalized for your wedding by Nelliena Events Senior Planners. In the end, you get a “two-person Day of Team” for 12 hours by your side supporting friends and family, keeping everyone on track, managing ceremony, accomplish all wedding set-ups and tear down so you can enjoy every moment of your wedding day.

Total of \$3,500 DIY Planner Pricing

- \$600 Deposit will secure your date.
- \$130 a month processed each month for ten months.
- \$600 Final payment would be due 30 days before wedding date.

*Packages requiring less than 12 months will have the monthly payments adjusted.

30 Days Out

We take over everything, so you can focus on just family and your personal needs. Your planner and support planner will handle the rest.

- Have one on one meetings with all the vendors.
- First to arrive. Accomplish set up and prep to accommodate family and vendors (may require assistance dependent on what is needed).
- Management and coordination working directly with catering companies for meal set-up, service, tear down, and point of contact the day of the wedding.
- Coordinate and manage the rehearsal and ceremony.
- Support in drafting and implementing seating plan and printing.
- Support in obtaining proper insurance, licenses, and permits to host a wedding on the property.
- Create timelines for all the vendors and thoroughly manage them on the wedding day.
- Provide flawless coordination for the “Big Day.”
- Support to accomplish the closeout cleaning list required.

Package Plan Details

Meet Your Planning Team: The DIY Wedding Package comes with a Senior Planner that will guide and support your planning journey and a Support Planner that will manage and execute all your custom wedding set up and tear down for the day. You will have the perfect team of two the full day of your wedding.

Vendor Selection: We kick off your planning with a Planning Software. Vendors are picked out specifically for you, based on your design, personality, and budget. We save you time searching the internet by making sure your vendor referrals are right in your wedding planner. Let us review your contracts to assure they are written in your best interest.

Stay Organized: Every detail you are dreaming up and every decision you make is carefully stored in your Planning Software account. Guest count, RSVP tracking, and seating arrangements are easily managed right in the software. The package includes a personalized floor plan for your venue.

Step by Step Instructions: Tell us what you want to secure first second and what pace you want to do your planning. Your software planner is set up with every checklist item in your planner calendar with a reminder. Change your mind on what you want to work on next? No problem! Feel free to move the item around in our shared calendar.

Design & Décor: Your planning software has a design studio. Upload images of a bouquet you are interested in and your florist will talk through the pricing with you. Your special design needs will come together with the perfect source.

Budget Tool: Set your budget and your personalized planner will notify you when you have gone over the budget or when payments are due. It is a great tool to stay on top of spending.

Private Planning/Touchpoint Sessions: Save time and stay safe by joining monthly virtual planning meetings from your home. We call them Touchpoint Meetings. Tell us everything about your planning.