



My Fair Lady

all inclusive package

Our My Fair Lady Package is for the couple who wants it all. We will Lavishly Design the day of your dreams by planning, coordinating, and executing the entire event from the days after your engagement through your farewell. We 'accept your bet and will transform the impossible into the Lavish'. This is our most inclusive package to take care of all your needs and fulfill all your dreams.

Unlimited Consultation hours

- Prepare your specific budget
- Provide etiquette guidance
- Assist with all wedding vendors
- Vendor Referrals or Pre-screen wedding vendors
- Attend vendor meetings with the couple
- Review vendor contracts
- Follow –up with vendors on any changes
- Provide vendor payment reminders
- Distribution of final payments to vendors
- Assist with all rentals
- Hotel accommodations
- Concierge service for out of town guest
- Planning activities in the city
- Deliver welcome baskets to designated hotels
- Assist with transportation detail
- Provide professional design skills
- Venue and tent transformation
- Design Conceptualization & Theme Development
For Any Event of Any Size
- Floral design
- Specialty Lighting Effects, Set & Entertainment
Lighting
- Overall Ambient Lighting
- Schematics, Blueprinting (Renderings and
Drawings extra cost)
- Set Construction
- Prop & Furniture Coordination
- Guest Seating & Buffet Layout
- Guest Table & Buffet Centerpieces, Linens &
Table Setting
- Overall Event Ambiance
- Prepare timeline and checklist of events for
ceremony and reception
- Coordinate all reception activity (bouquet/
guarder toss etc.)
- Direct rehearsal (up to 2 hours)
- Assist with invitations
- Assist with selections of invitations,
calligrapher, place cards, napkins, favors,
and thank-you notes
- Assist with stuffing and mailing of wedding invitations
- Manage RSVP's
- Deliver engagement and wedding announcements to
newspaper of choice*
- Assist with obtaining marriage license
- Assist with seating chart arrangement
- Create room and ceremony layout
- Ceremony programs
- Transport needed items from ceremony to reception
- Wedding favor assembly
- Organize and set up any photos, meal and/or place cards,
bridal portrait, goblets, cake cutting items, guest book
- Decorate ceremony and reception site*
- Supervise all vendor arrivals and deliveries
- Distribute and pin wedding flowers
- Assist with wedding attire
- Grooms Tuxedo
- Brides dress
- Wedding party attire
- Attend final seamstress appointment for bustling directions
- Bustling of wedding dress
- Facilitate Bride and Groom departure
- Have snack packed and prepared by caterer
- Load gifts and décor left after reception in designated car
- Ensure clean up is completed
- Troubleshoot when needed