

Brookside Gardens

With more than fifteen years of experience we are experts in perfecting, executing, planning and designing your amazing day. We are a diverse team of planners who are service oriented and love working with clients to create a spectacular wedding experience. Our job is to take the lead, direct the planning process and ensure you leave the stress to us. We want you to enjoy everything leading up to your big day. Our clients are busy professionals who depend on us to step in and take over the planning process. It's all in the details and we are the ones who make sure nothing is left out.

Full Service

Full Service planning is for couples who want all the stress of wedding planning taken out of their hands. We will meet with you to establish your style and find your vendors. We help provide a design for each aspect of your big day. We create a customized budget, create a start-to-finish plan, assist with venue selection if required, provide vendor recommendations, contract management, vendor communications, budget creation, attendance at all décor design meetings and vendor meeting. 2-4 Planning Assistants coordinate all services with vendors in addition to venue setup and breakdown plus access to all Magnolia Decor.

Pricing: Starts at \$3,000

Partial Planning

Perfect for the couples who have completed some of the planning process, but need some professional guidance to make their dream wedding happen.

- Partial wedding planning and design
- Up to four consultation meetings to finalize details
- Décor setup/Table Setup
- Vendor recommendations
- Monthly check-ins to ensure you are on track
- Decision-making assistance
- Development and management of event timeline
- Detail confirmation with all vendors
- Floor plan design
- Table Placement consultation
- Vendor and guest point of contact
- Event setup and tear down
- Event day management and oversight
- Program/Menu/Day of Timeline/Seating Chart Templates
- Wedding Planning Portal for Design/Communication/Floorplan Mgmt
- Access to Magnolia Décor
- Unlimited phone calls and emails

Pricing starts at \$1,500

Wedding Management

Often called "day-of" coordination, our Event Management Services begins 6 weeks from the day of your wedding. This is best suited for clients who have the time, knowledge and understanding of planning and contract management. They need an expert in the final weeks for consultation and can help tie up loose ends. We'll help you enjoy your special day.

This package includes:

- A Wedding Coordinator
- Assist with planning the rehearsal and wedding day
- One planning appointment before the wedding date to finalize the details.
- Planning will start six weeks from wedding day.
- One appointment to walk through venue setup.
- A detailed timeline for all contracted vendors and the wedding party
- Vendor Coordination/Contact for setup-questions/timeline setup
- Assistance with table setup diagrams for ceremony, cocktail hour and reception
- Unlimited advice via phone or email
- We're the first to arrive at the venue and the last to leave. Day is approximately 18 hours.
- Coordination of all reception details such as grand entrance, first dance, toasting, cake cutting, grand exit, etc.
- Supervision of venue setup for ceremony (flowers, tables, aisle runner, etc.) and reception (flowers, cake table, catering, staff)
- Wedding items placement/setup (wedding programs, place cards, favors, guestbook, gift box, cake topper)
- Tear down and boxing up of any personal items.
- Take care of any last-minute details

Pricing: \$800