

# Events by Autumn

## PLANNING SERVICES COMPARISON

	THE MASTERPIECE Signature Event	THE ARMATURE Full Service	THE SKETCHBOOK Event Design	THE FRESCO "Day Of"
Wedding Planning Workbook	■	■	■	■
Initial Client Consultation	■	■	■	■
Booked Venue Site Tour (With Client)	■	■		
Wrap-Up Meeting	■	■		■
Final Walk Through	■	■		■
Décor Management (Inventory, Setup, Return)	■	■		■
Review Vendor Contracts	■	■		■
Create Event Order/Timeline/Map (for vendors)	■	■		■
Wedding Weekend Itinerary (for family/friends)	■	■		■
Wedding Day Vendor Contact	■	■		■
Run/Manage Rehearsal	■	■		■
Ceremony Setup, Management, and Tear-Down	■	■		■
Reception Setup, Management, and Tear-Down	■	■		■
Bridal Survival Kit	■	■		■
Assistant on Wedding Day	■	■		■
Dress Bustling	■	■		■
Corsage, Boutonniere, Bouquet Distribution	■	■		■
Rehearsal Dinner Management	■	■		■
Scattering Party Management	■	■		■
Rental Order Management	■	■		■
Steam Linens	■	■		■
Ceremony & Reception Layout Map	■	■	■	■
Table Scape Sketches	■	■	■	
Specialty Décor Suggestions	■	■	■	
Tent Décor Suggestions	■	■	■	
Floral Consultation	■	■	■	
Lighting Consultation	■	■	■	
Custom Cake Design	■	■	■	
Vendor Recommendations	■	■	■	
Vendor Interviews	■	■		

Catering Coordination & Consultation	■	■	
Ceremony Structure/Logistics	■	■	
Vendor Communications	■	■	
Guest List Template	■	■	
Unlimited Consultation Hours	■	■	
Stationery/Printed Collateral Proof Review	■	■	
Distribute Final Payments/Gratuities to Vendors	■	■	
Budget	■	■	■
Access to our Existing Decor, at little to no cost	■		
Access to our Existing Decor, for a rental price		■	
Decor Purchases, at wholesale prices	■		
Stationery at Wholesale costs	■		
Stationery at Retail Price		■	■
Our Linens at the Cost of Laundering/Materials	■		
Venue Tours (Taking bride & groom to possible venues)	■	■	
Bridal Portrait Coordination	■	■	
Payment Schedule (when payments are due)	■	■	
Payment Service (we pay vendors on your behalf)	■	■	
Guest Accommodations Arrangements	■	■	
Wedding Day Transportation	■	■	
RSVP Tracking	■	■	
Event Greening	■	■	
Wedding Gown Preservation	■	■	
Bouquet Preservation	■	■	
Calligraphy	■	■	
Invitation Production	■	■	
Personal Shopping	■	■	
Additional Production Hours	■	■	
Favors/Accessories	■	■	
Welcome Gifts	■	■	
Tabletop Run-Through	■	■	
Music Management	■	■	