

# CUSTOMIZED WEDDING SERVICES

YOU PICK THE DRESS & WE'LL HANDLE THE REST

## INITIAL CONSULTATION

STARTING @ \$250.00

*The initial consultation is the beginning of a beautiful relationship. It is here that the bride, groom and any other parties are welcome to share their ideas and imagination. While input is golden throughout the entire planning process, it is in the initial consultation that we at Balaban's Event Design get to know who you are and what matters most to you. From here, we can begin customizing your perfect day. We will talk about your likes, dislikes, priorities, concerns, favorite things, themes and everything else under then sun that will help us pinpoint the most important details.*

## GUEST LIST MANAGEMENT

STARTING @ \$450.00

*Guest List Management can be the most stressful part of the entire planning process and we have it down to a science. Anyone who hosts an event often finds themselves flooded with stress because of responses from loved ones. From who to invite and how to control the number of guests your guests bring, we've got it all covered for you. If you send an invitation to Aunt Jane and Uncle Bob expecting them to bring themselves and a smile and then find out on their RSVP card that they're bringing their 7 kids, we can politely and painlessly handle that situation and any other for you. We simply route your RSVP cards to our address and we send a weekly update with RSVP's and revise our plan of action for guest number control as needed.*

## EMAIL NEWSLETTERS

STARTING @ \$150.00 EACH

*Our graphic arts department will produce a creative and fun-filled piece designed to keep people in the loop and also send out monthly updates (or weekly if you choose) to your guests via email to let them know whose coming, updates about the happy couple and any other news you might want to share. We know travel can be expensive, so this option is a great way to get people even more excited about helping you celebrate your big day!*

## SITE SELECTION & PROCUREMENT

STARTING @ \$750.00

*Sometimes finding the perfect venue can be more difficult than it seems. "Inside or outside? What about the weather? Will we drown in a room too large or will it fit the unexpected guests that arrive?" are just a few of the questions that are so often overlooked. We will ask all of the right questions to make sure that you select the perfect backdrop for the first day of the rest of your life. A wedding in the park isn't always a walk in the park to plan. There are numerous steps that must be adhered to in order to make sure that a public park can be your private setting. We will make sure everything is perfect from beginning to end.*

## VENUE DESIGN & LOGISTICS

STARTING @ \$2,250.00

*Phew! You've found the perfect setting for your ceremony and reception. It's all the little details that really leave your guests saying "wow!" From custom favors and your favorite flowers to perfect linens and transportation arrangements, we can customize a perfect design that truly captures how you are as individuals and who you are becoming as a couple. We can tie in just about any theme to make it extra special and as unique as your relationship!*

## VENDOR CONTRACT NEGOTIATION

STARTING @ \$650

*For just about any product or service you may wish to secure, from caterers to caricature artists, we can set the wheels in motion for you. We will make sure they are reputable, handle all pricing negotiations and most importantly, stay on top of your bookings to make sure each vendor is on point.*

## CUSTOM FLORAL DESIGN

*We can custom create any design you dream of. You don't have to know about flowers for us to create what's in your imagination. We will guide you through the process and deliver excellent quality floral from bouquets and arches to perfect centerpieces. Prices are based on seasonality and availability. Call us for a quote!*

## GENERAL COORDINATION FEE

\$750

*Some companies charge per phone call, per consultation, per modification...but we just don't believe in that. Simply put, plans change and we're 100% equipped to roll with any changes that may occur and keep the process seamless. We charge a one-time coordination fee that covers those "little things." If you need help finding the perfect dress, a shoulder to lean on through the process, have questions and want answers, we're right there through the whole process. As soon as you book with Balaban's Event Design and for years to come as we develop a lasting relationship, we're here for you through it all!*

## ON-SITE COORDINATION

STARTING @ \$350 PER PLANNER

*We will handle the coordination of all vendors, make sure each guests knows where to sit and most of all, we make sure your only purpose on the day of your wedding is to enjoy each guest and your beautiful surroundings. Travel, room and board must be handled in advance were applicable.*

*If there's a service you're wondering about that's not listed here, call our main office or email us to inquire.*