



# *KDH Event Planning*

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## Unmatched Excellence

### **Month-of: Wedding and Milestone Package**

Our Month-of Wedding and Milestone Package consists of these services:

- Meet with you prior to your event to get to know your vision. Unlimited consultations via phone, email and face-to-face
- Provide our important Questions Document which covers all the details you can imagine for your event day
- Attend your final walk through of reception and ceremony location
- Create “Day-of” timeline and schedule for you, your guest and all vendors
- Schedule and attend “final” meetings with vendors
- Review of all vendor contracts to ensure that no detail is overlooked. Confirm all vendors, ensuring times, directions and responsibilities are clear
- Provide onsite assistance at rehearsal
- Make confirmation calls with your vendors the week of the event to finalize the schedule and timeline. Management of vendor’s day of event
- Ensure VIP guest are catered to
- Assist with set up and break down of décor
- Deliver of final payments to all vendors

\*All services are available a la carte

**Call 323.645.0960 or email us today at [kim@kdheventplanning.com](mailto:kim@kdheventplanning.com) and let us take the worry out of planning your next event! One of our friendly and talented planners will assist you through the entire process.**