

Legacy Events Weddings

Event Management / Day Of

Day of Coordination Package is for brides who want to plan their wedding independently but need a coordinator to ensure all details are flawlessly executed. Services include day-of coordination, vendor coordination, event timeline creation, delivery and setup of personal items, and coordination of the rehearsal, ceremony, and reception. The goal is to provide a smooth and stress-free transition into the wedding day.

Includes:

- Day of Coordination
- Planning Progress Meeting & Venue Visit
- Review Signed Contracts and Confirm Vendor Logistics
- Create and Management of Event Timeline
- Meet Venue Coordinator & Other Vendors
- Manage Wedding Day Schedule
- Delivery & Setup of all Personal Items
- Creation of a Floor Plan for the Wedding Reception
- Manage Delivery and Setup of all Wedding Day Vendors
- Coordination of Rehearsal, Ceremony & Reception
- Final Walk-Through with Venue
- Event Day Management and Oversight

