

Tanis J Events, LLC Wedding Packages:

"Getting Started" Package \$99

- Includes one in person meeting
- Establish budget based on client's needs, including a workable excel sheet sent by email so client can adjust as necessary
- Top 5 venue recommendations based on client questionnaire
- Detailed timeline for the bride, including a copy sent by email so client can adjust as necessary
- If you wish to book an ultimate service or a full service package at a later date, we will credit you the \$99. The \$99 credit is not applicable to day-of packages.

"Day-of" Package

- Two in person meetings
- Ten hours of planning time (site visit, floor plan, time lines, vendor contact list, wedding party contact list, reception entry order, song list, photo list, on-site list, aisle order - processional & recessional)
- Contact vendors in advance to confirm details of the wedding
- Planner is the point of contact for vendors, wedding party and guests on the wedding day
- Planner directs the rehearsal to ensure the ceremony runs smoothly
- Ensure wedding occurs as per plan and trouble shoot when it does not
- Pricing available by quotation and is based on number of anticipated hours and guest count

Full Service Package

- A complete package from initial consultation to the wedding day
- Establish and track budget
- Assist with the design, theme and overall look of the wedding
- Assist with venue selection for ceremony and reception
- Recommend vendors that meet clients budget and style including DJ's/musicians/ bands, caterers, decor, photographers, florists, linens, bartenders, rentals and transportation
- Review vendor quotes with clients
- Assist with etiquette when requested
- Ensure the bride and groom are completing their tasks on time
- "Day of" coordination as above

Ultimate Package

- Unlimited Hours of Service leading up to and including the wedding day
- Establish then track budget
- Assist with the design, theme and overall look of the wedding
- Assist with ceremony and reception location including site visits
- Recommend vendors that meet clients budget and style including caterers, DJ's, photographers, florists, linens, rentals and transportation
- Schedule and accompany clients to vendor appointments
- Review vendor quotes with clients
- Detailed assistance with invitation wording, addressing and labeling
- Assistance with seating charts, place cards, programs and other printed materials
- Arrange lodging and activities for out of town guests
- Dress shop with the bride and bridesmaids if requested
- Provide wedding etiquette when requested
- Attend Rehearsal and direct ceremony
- "Day of" coordination as above
- Provide a 'lady in waiting' for the bride on her wedding day

Candy Buffets

Candy buffets are a fun addition to the decor or theme of an event. They are a great alternative to the traditional wedding favor as they are much more noticeable than the usual favor. They are also interactive, allowing your guests to get up and mingle. A candy buffet can create a great memory for your guests.

- Reasons to pay us to do this for you:
 - Avoid the expense and hassle of purchasing many jars, scoops and other accessories. The rental charge is significantly less than the purchase price of these items. We have approximately a variety of jars, cake plates, risers, scoops, tong and takeaway bags
 - We know how much candy to buy, where to buy the supplies and how much it will cost
 - We know how to make a beautiful display that will wow your guests.
 - We set up the display at our office beforehand to ensure it looks great then transport it safely to your event
- Pricing for buffets is done by quotation and is dependent on the number of people, intricacy of the design and the candy selected. The price includes design, delivery, setup, use of jars, scoops and other decor, take away bags, shopping for the candy and take down. Clients pay a labor charge and the candy is charged at cost. The client has control over what candy is included and how much this will cost. Clients who follow our recommendations will be able to select from candy in the \$4 - \$5 per pound price range.
- Clients who have purchased a Full service planning package or a "Day-of" package will receive a discount on their buffet as well as no delivery, set up or take down charges. Please see the Gallery for Photos of a Buffet.
- It is highly recommended that at least 30 days' notice be given for those wanting the Candy Buffet service as much of our candy is purchased online.

Décor Rentals

We have cake cutters, cake stands, toasting flutes, lanterns, non-floral centerpieces, bathroom baskets, screens, wedding signs and an arbor available to our clients for rental. Please see our rental guide for photos and pricing.

Vow or speech writing

We can assist those of you who want to customize your vows or are a little shy about your public speaking. This service is available for all types of events.

Other Event Planning

Vow Renewals, Reunions, Anniversaries, and all other social planning services are priced on a quotation basis. You may hire a coordinator just for the day of the event or to help plan from start to finish.

Pricing and Questionnaire

Pricing for all packages is done on a quotation basis. We price our packages based on the work involved rather than a percentage of your budget. We take into account number of guests, services requested, level of involvement desired and total number of hours of work required. We feel this customized pricing allows us to provide service for a variety of events and budgets.

Please refer to the Potential Client Questionnaire on our website, fill out completely with as much detail as possible, and email to organizyourevent@gmail.com. Tanis J Events will review this document and begin to customize your quote with a response back to you no later than 2 business days from receipt. Quotes are valid for 30 days only.

Payment

We accept cash, checks, money order, PayPal, Visa, Discover or MasterCard.