Harper Bond Events

Meeting(s): video or phone	$50.00/half hr
Venue and vendor recommendations, and final confirmation *Billed based on venue/vendor type, inquire for more details*	Starting at $35.00/vendor
Manage vendor payments and due dates	$300.00
Assistance with development of theme, design, and color concept	$500.00
Assistance with hotel accommodations	$300.00
Creation and management of your wedding website on TheKnot.com	$300.00
Creation of event floor plan	$175.00
Secondary-event assistance ($75.00/planning hr, $150.00/on-site hr) *'Secondary event' includes rehearsal dinner, farewell brunch etc. Minimum of $300.00 for service then billed hourly for additional time.*	$300.00
* Attend final walk-through meeting: up to two (2) hours *Any final walk-through meeting that goes over the allotted time will be billed at a rate of $75.00 per half-hour.*	$300.00
* Creation and distribution of timeline to vendors *Note - Client is solely responsible for confirmations as well as addressing questions via phone/ email communication with all vendors not included in "Venue and vendor recommendations, and final confirmation" service above*	$250.00
Storage of personal and decor items, and delivery to venue day-of event	$350.00
* Conduct ceremony-rehearsal: up to one (1) hour *Ceremony rehearsals are not available on Saturdays, Sundays, or holidays unless agreed to at contract signing*	$150.00/hr
* Onsite coordination and management with lead coordinator day-of *Minimum four-hours, final hours may vary based on venue requirements*	$150.00/hr
Coordination assistant *Pricing is per-assistant. Travel fees are negotiated on a case-by-case basis*	$90.00/hr
Return of vendors items during the business week following the event	$175.00
Delivery of personal items to the client during the business week following the event	$175.00

Items marked with an asterisk * are required for most events
Please note: Your venue may have its own set of coordination requirements, it is the clients responsibility to be sure they are booking services that meet those requirements.