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## WEDDING & EVENT PLANNING PACKAGES

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### MONTH OF COORDINATING

*( Begins 2 Months Prior to Event Date )*

*Relax & enjoy your event knowing the Events By Miranda team  
will completely handle every special detail & manage  
the flow of your entire day!*

#### THREE FACE-TO-FACE MEETINGS

*Including experienced planning  
Recommendations regarding your day*

#### SCHEDULED PHONE & EMAIL CONSULTATIONS

*Here for your every need!*

#### FINALIZE FLOOR PLANS & DECOR

#### CONTACT & CONFIRM FINAL DETAILS WITH ALL VENDORS

#### CREATE, DISTRIBUTE & MANAGE FULL EVENT TIMELINE

#### IN-DEPTH VENUE WALK-THROUGH

#### REHEARSAL COORDINATING INCLUDING THE EVENTS BY MIRANDA TEAM *Up to two hours*

#### FULL DAY COORDINATION INCLUDING THE EVENTS BY MIRANDA TEAM *Up to fourteen hours*

#### DAY-OF DECOR SET UP *Complete ceremony & reception set-up Including guestbook, gift table and linen folding*

#### MONITOR ALL VENDORS FROM CHECK IN TO CHECK OUT

#### DISTRIBUTE FINAL VENDOR PAYMENTS & GRATUITIES

#### ENSURE ALL OF YOUR DECOR AND BELONGINGS ARE SAFELY REMOVED FROM VENUE

*\$2,500*