



Willow Creek Event Planning

Event Planning
Coordination
Luxury Rentals

Wedding Day Coordinator

Thank you for your interest in Willow Creek Event Planning for your Wedding Day Coordinator. We are here to ensure the flawless execution of your big day.

Wedding Day Coordination is for couples who have planned their wedding completely, but are looking for someone to ensure everything goes according to plan. Starting 2-8 weeks prior to your event, we will organize the details, manage logistics, and ensure all elements are ready so that you and your family can relax and enjoy your special day.

The Wedding Day Coordinator Package Includes:

Prior to the Wedding:

- Meet with you 2-8 weeks before the wedding
- Review signed contracts and confirm logistics
- Create detailed timelines
- Complete a final walk-through of the ceremony and reception site
- Rehearsal run-through and logistics

Wedding Day:

- Check in with vendors
- Hands-on coordination of ceremony, reception, and everything in-between
- Package all personal items and gifts for departure
- Oversee all aspects of the wedding day



Package Amount (Friends and Family Discount) \$250.00 - \$500.00*

* Depending on the amount of preparation needed and the duration of event

Contact Us

Hello@WillowCreekEventPlanning.com

703-629-8834