MONTH-OF-COORDINATION

# WEDDINGS

SERVICES GUIDE



# THE EXPERIENCE

## ONE

### COMPREHENSIVE EVENT CONCEPT & DESIGN DEVELOPMENT

*(A YEAR BEFORE WEDDING)*

This is where your vision meets our artistry. Together, we'll curate a wedding that feels deeply personal—designed through our expertise, a pulse on emerging trends, and your most authentic dream vision. From moodboard to reality, we don't just bring your ideas to life—we refine and elevate them beyond what you thought possible. Our approach is rooted in transformation: turning inspiration into tangible beauty and crafting a design experience that feels both intentional and unforgettable.

## TWO

### ACCESS TO THE ULTIMATE SELF-GUIDED WEDDING PORTAL

A beautifully crafted wedding portal designed to be your all-in-one wedding planning hub. Styled with a moody, neutral aesthetic, it merges beauty with functionality—so seamlessly organized that even your vendors might think you're the planner. Inside, you'll find month-by-month checklists, customizable timelines, synced calendars, and transparent budget trackers that keep every detail in perfect order. Vendor and venue information, research pages, and curated question guides help you stay intentional with every decision. Design boards linked directly to your Pinterest, making it easy to share your inspiration and vision. It's more than just a planning tool, this is your digital command center—from "yes" to "I do," keeping you organized, confident, and completely in control.

# THREE

*TRACK WEDDING PLANNING PROGRESS*

What sets our Month-Of Coordination apart is the level of intention and support woven into every step. From the moment you book, we begin tracking your wedding planning progress through your personalized wedding portal—monitoring timelines, checklists, and vendor details to ensure nothing slips through the cracks. We don't just show up a few weeks before your day; we quietly guide you throughout the process, making sure you stay on track, organized, and confident. By the time your wedding arrives, every detail is accounted for—so you can step fully into the moment, knowing everything has been thoughtfully handled.





# FOUR

ASSIST IN FINALIZING SEATING + FLOOR PLAN DESIGN CREATION

Where intention meets placement. We work closely with you to thoughtfully finalize your seating chart and design a cohesive floor plan that feels as beautiful as it functions. From guest flow and table arrangements to lounge moments, sweetheart placement, bar positioning, and vendor logistics, we ensure every element is strategically mapped with purpose.

This isn't just about where tables go — it's about crafting an atmosphere that enhances connection, comfort, and celebration while honoring your venue's layout and overall design vision. We refine the details so your space feels seamless, balanced, and effortlessly inviting.

# FIVE

## CUSTOM DESIGN DECK

(A YEAR BEFORE WEDDING)

Your story is our muse. We'll send you a detailed design questionnaire that you and your partner will fill out together. It covers everything from your favorite textures to the meaning behind your shared memories. From there, we craft a personalized Design Deck—a visual and emotional roadmap that reflects your love story through colors, textures, and intentional details. Your guests won't just see your story—they'll feel it.



# SIX

## TIMELINE CREATION

We create an ultra-detailed timeline that maps out your entire wedding day—from the moment you wake up to your final dance. Every vendor, every transition, every photo opportunity—beautifully organized. This ensures no one is left guessing, and every moment flows effortlessly. It's the backbone of a seamless wedding day, and we make sure every member of your vendor team is aligned and informed.



# SEVEN

## VENDOR COORDINATION & COMMUNICATION

(2 MONTHS BEFORE WEDDING)

Beginning two months before your wedding day, we take over all communication with your booked vendors to ensure a smooth and cohesive transition. From that point forward, we manage updates, confirmations, and final logistics so every vendor knows exactly what to expect. You can trust that no detail will be overlooked and no message left unanswered—because a well-informed vendor team is the foundation of a flawlessly executed event.

# EIGHT

## VENDOR TIMELINES

Each vendor receives a tailored version of your master timeline—specific to their role. This level of precision ensures every professional knows where to be, when to arrive, and what to do, resulting in flawless timing and effortless execution.



# NINE

## 1-HOUR REHEARSAL

Your rehearsal is a calm before the storm—an intentional walkthrough to ease nerves and align your wedding party. We'll guide everyone through the ceremony flow: pacing, cues, placement, and procession. By the end, you'll feel grounded, confident, and ready to fully immerse yourself in the beauty of your wedding day.



# TEN

## EXTENSIVE DAY-OF MANAGEMENT

All the preparation leads here. On your wedding day, we're the quiet force behind the magic—coordinating every movement, every cue, and every transition. From vendor arrivals to final send-offs, we handle it all with precision and grace. Our mission: to let you exist entirely in the moment, fully present in your own love story.





## ELEVEN

### FULL SETUP & BREAKDOWN

Our team manages every detail of setup and teardown—ensuring decor is arranged exactly as envisioned and packed up with equal care. Your belongings are organized, accounted for, and loaded into the proper vehicles so you can simply bask in the afterglow of your celebration.

## TWELVE

### EMERGENCY KIT ON HAND

Our emergency kit is legendary—a curated collection of essentials for any last-minute surprise. From wardrobe fixes to unexpected weather and everything in between, we've got it covered. Consider it our way of saying: no matter what happens, we've already thought of it.



# READY TO BOOK?

## GLAD YOU ASKED



If your heart is set and your vision is ready to take form, the next step is simple. Send us an inquiry to start the conversation—we'll confirm your date, walk you through the details, and send over your contract and invoice. Once your deposit is received, your journey officially begins.

From there, we'll dive into our in-depth questionnaire to get to know your story, your style, and the heartbeat behind your day. Every answer helps us craft your personalized Design Deck, the foundation of your wedding's aesthetic and emotional tone. This is where your planning process transforms from dream to design—and where **In Life & In Death Co.** begins bringing your vision to life, piece by intentional piece.

# THANK YOU

THE BEST STORIES DESERVE TO BE TOLD BEAUTIFULLY — AND WE CAN'T WAIT TO TELL YOURS.

