



Firefly Packages



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Full Planning Package

We can provide full planning for brides who are extremely busy, planning from out of town, or who simply wish to have things taken care of. Planning a successful wedding requires patience, extensive research and knowledge in many areas. The wedding industry is vast and the choices of vendors can be overwhelming. Firefly's Full Planning services alleviate all the stress and time invested in doing this research and making these decisions. All Day of Coordination services (listed below) are also included so that we may see all the details through and present you with your flawless, fairytale wedding. Whatever you imagine, we can create.

Services for Full Planning Package Include:

Unlimited availability for wedding consultation by appointment, telephone and email

Scheduled meetings throughout the engagement period to discuss conception, design, details, and coordination of wedding and related events such as Rehearsal Dinner and Farewell Brunch

Event design

Budget management

Initial venue inspections and vendor interviews in order to narrow down appropriate choices

Availability to accompany couple on scheduled venue tours and vendor meetings

Research and referral of vendors based on couple's needs, preferences, and budget

Negotiation and review of all vendor and venue contracts

Assistance with all wedding related details, including but not limited to stationary, favors, programs, personal items, accessories, and escort, table, and place cards as needed

Creation and maintenance of detailed timeline and schedule of events for the wedding

Constant correspondence with all vendors to coordinate timing and responsibilities on wedding day

Attending and coordinating rehearsal to ensure that bridal party and family involved are informed and prepared

All Day Of Wedding Services (listed below)

Partial Planning Package

Our Partial Planning package is designed for brides who need help in narrowing down all the choices, want a shoulder to lean on, but want to make the decisions and control the design of the event. You'll plan and execute your dream wedding while enjoying the security of having our services there to guide you. We'll provide you with referrals for reputable vendors, as well as all the insight you'll need from catering to décor to etiquette. It's like having a best friend there to help you along the way, instead of having to do all the legwork on your own. All Day of Coordination services (listed below) are also included in this package.

Services for Partial Planning Package Include:

Unlimited availability for wedding consultation by telephone and email

Scheduled meetings throughout the engagement period to discuss conception, design, details, and coordination of wedding and related events such as Rehearsal Dinner and Farewell Brunch

Recommendation and assistance with event design

Research and referral of vendors based on couple's needs, preferences, and budget

Negotiation and review of all vendor and venue contracts

Creation and maintenance of detailed timeline and schedule of events for the wedding

Constant correspondence with all vendors to coordinate timing and responsibilities on wedding day

Attending and coordinating rehearsal to ensure that bridal party and family involved are informed and prepared

All Day Of Wedding Services (listed below)



Day Of Coordination Package

Day Of Coordination is for the couple who wants to plan their wedding themselves but wants the security of knowing everything will turn out the way it was intended. It helps to ensure that you won't have to worry about the details on your special day. As your coordinator we take care of the behind the scenes setup and any issues that may come up. You should not be bothered on your big day; you should enjoy every minute of it.

Services for Day Of Coordination Package Include:

Scheduled meeting at the venue(s) of the ceremony and reception to discuss wedding plans and details

Availability for wedding consultation by telephone and email

Review of all venue and vendor contracts for accuracy

Creation and maintenance of detailed timeline and schedule of events for the wedding

Attending and coordinating rehearsal to ensure that bridal party and family involved are informed and prepared

Constant correspondence with all vendors to coordinate timing and responsibilities on wedding day

Act as emergency contact to assist wedding party, family and vendors with any last minute, special, or immediate requests

Greet vendors upon arrival and receive deliveries

Executively handle any unexpected occurrences without interruption to festivities

Assist and manage vendors to ensure proper setup and timing

Ensure all vendors are providing services according to contract

Light candles, place favors, assist in decorating as necessary

Manage flow of events throughout the day

Collection of personal items at the end of the evening such as gifts, cake servers and toasting glasses, and deliver to appropriate person for safe keeping

Ensure that everything at the venue is cleaned according to contract

Distribute final payments and tips to vendors on behalf of couple