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# DAY OF COORDINATION

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\$2680

We ensure the day runs flawlessly.

We discreetly manage your entire wedding day timeline so that you and your bridal party can focus & enjoying every moment.

- Oversee set-up of ceremony and reception area
- Supervise delivery of vendors (Florist, Baker, DJ, MC & Extras)
- Provide use of wedding day emergency kit
- Organize and cue bridal party for processional
- Greet late-arriving guests and direct them to available seats
- Move personal items from ceremony to reception site
- Table number and chairs confirmation
- Placing guest cards, escort cards and favours
- Placement of guest book and gift table arrangement
- Organize and cue bridal party for grand entrance
- Cue MC, bride and groom for protocol events
- Collect personal items and ensure family members take them.



**ESPACE STUDIO**

TORONTO