

Everest Events

THANK YOU AND CONGRATULATIONS

I am honored you took interest in Everest Events to help you for your wedding. We are Elopement and Wedding planners based in Michigan & Ohio. Our mission is to design personal, romantic, and intentional events for life's precious milestones. Everest Events aspires to help you create large memories for life's most intimate moments.

This packet will have our package and pricing information, as well as additional services.

-Madison

Everesteventsllc.com

@Everest_Events

HI! I'M MADI

Welcome!! It feels necessary for you to meet the woman behind the scenes as you begin to learn of our company! Born & raised in the midwest, I am a lover of seasonal themed lattes, cottage living, and the feeling you get when you reach a hike summit, (and realize the way down you will only be able to look at your own feet in order to NOT fall.)

Everest Events began in 2021 after I had my own elopement due to the pandemic. I'd always loved event planning, but the spark for weddings & elopements was more of a bonfire-- and it has been a whirlwind of a journey so far! We have traveled internationally & bi-coastal to serve our couples, and my bags are always half-packed.

I hope this guide helps you learn about us & you find a package that works best for you & your partner.

Much love, Madison



Break the
Mold

WEDDING PACKAGES

Month of Coordination

Month of wedding coordinator package begins two months before your wedding date. We ensure you have all vendors & assist if there are a few missing. We create a seamless timeline, take over vendor communication, prep emergency kits, give vendor recommendations, trouble shoot any timeline inconsistencies, and are your go-to on your wedding day! There is a team of two coordinators who will be on-site with you your wedding day. They will be maintaining the timeline, assisting in setting up, and any other communicated request.

\$1,800

Investment Breakdown

Timeline Creation	3 Hours
Vendor Communication	5 Hours
Meetings	5 Hours
Rehearsal	1 Hour
Wedding Day	10-13 Hours
Two on-site Coordinators	

Partial Wedding Planner & Coordinator

This is a partial wedding planner + coordinator package. Similar to the package on the right, but you want to be more involved & already have some vendors booked, We assist with layout of reception, timeline creation, and oversee all vendor contracts. We are with you day of your wedding to manage logistics, communicate with your team of vendors, and prepared for all emergencies. This package is for the couples who know what they want, and have begun heading in that direction.

\$3,800

Investment Breakdown

Timeline Creation	3 Hours
Vendor Communication	8 Hours
Meetings	8 Hours
Rehearsal	1 Hour
Wedding Day	10-13 Hours
Two on-site Coordinators	

Full Wedding Planner & Coordinator

This is a full service wedding planner + coordinator package. Vendor research + recommendations, timeline creation + management, budget assistance, help with centerpiece + decor design, create mood boards for a cohesive look book, assist with layout of reception. Unlimited meetings. We are with you day of to manage logistics, communicate with your team of vendors, and in case of emergencies. This is a full inclusive, we handle everything, kind of package. From the moment you get engaged we get to work on getting you your wedding dreams off the ground.

\$7,800

Investment Breakdown

Timeline Creation	3 Hours
Vendor Communication	Unlimited
Meetings	Unlimited
Rehearsal	1 Hour
Wedding Day	10-13 Hours
Two on-site Coordinators	

Elopement Packages



Elopement Planning & Coordinating

This package is for ElopementsTravel research, permits, laws, and all logistics with destination travel. Assisting in booking lodging, transportation, and itinerary. Making a master timeline for vendors, as well as a shortened timeline for your guests. Assist vendors with setting up elopement and design. We provide a table & design for 2-6 people, Monitor deliveries or pick-up's of items such as catering, florals, decorations. Frequent check-in's as well as constant communication. Work to ensure your vision for your day comes true. Elopements can have up to 10 guests.

starting at \$3,100

Micro-Wedding Planning & Coordinating

This Micro-wedding planning package models after the partial-planning package because you don't need every vendor that makes a traditional wedding function. We work to gather and find vendors that fit your budget and vision. Back end planning assistance, as well as your coordinator on the day of your wedding, Work up to 10 hours on site the day of your wedding and have prepared emergency kits. Location scouting, assistance with booking hotels, Airbnb, flights. Micro-weddings can be local or long distance, we help plan to ensure all of the ribbons are tied. Micro weddings have up to 30 guests.

Starting at \$3,800



EDEN PHOTO X EVEREST EVENTS

If you have been interested in an adventure elopement, vow renewal, or local ceremony, but an all inclusive vendor team, this package is perfect for you! We encourage our couples to create a day that represents them, and if that is you, I cannot wait to talk further! Let us cover everything while you can enjoy a backdrop like this one. This package between Everest Events and Eden Photo offers couples a group rate rather than using our services separately.

\$7,800



INCLUDED: PLANNING, COORDINATING, PHOTO, VIDEO, FLORALS, OFFICIANT, PERMITS + LICENSING ,TABLESCAPE FOR 2

LET'S BREAK IT DOWN

We understand you need to visualize the investment you are putting into us. Here is a list of duties we can perform for you when you hire us. Your investment is a set price upon booking.



- Meetings, phone calls, emails and Facebook chats (time spent is determined by client)
- Unlimited venue and vendor recommendations
- Assists with design elements, color schemes, and flow of the day
- Overlook the client's Pinterest board
- Walk through the ceremony/reception site to provide feedback on the layout and logistics
- Attend vendor meetings to ensure professionalism
- Proofread save the dates, invitations, programs, etc.
- Handle any issues that arise while planning (unprofessional vendor, venue closing, etc.)
- Review all vendor contracts and ensure they are carried out accordingly on wedding day
- Take over all coordination responsibilities around 6 weeks prior to wedding
- Prepare schedule of events for ceremony, reception, and wedding weekend
- Assist with selecting the order of the processional
- Attend and assist with the wedding rehearsal
- Provide 2 on-site coordinators for the ceremony & reception
- Handle all vendor issues: cake issues, late limo, late florist, etc.
- Provide the emergency kit for the women and the men the day of the wedding
- Set up various items: guest book, favors, linens, cake server, DIY centerpieces, etc.
- Maintain constant contact with all vendors the day of the wedding
- Double check important details: wedding bands, marriage certificate, etc.
- Pin on boutonnieres and corsages
- Direct & assist your guests at the ceremony & reception
- Cue musicians & ceremony processional
- Handles marriage license before & after the ceremony
- Confirm details at reception (cake set up/design, centerpiece arrangements, etc.)
- Work with the DJ/Band to ensure the reception music is played in a timely manner
- Handle all surprise events (choreographed dance, anniversary/birthday cake, etc.)
- Cut the cake
- Fill candy buffet, popcorn jars, or dessert bars and refills throughout the evening
- Distributes tip/payments to the vendors
- Load the wedding gifts and deliver to a safe location

Everest Events

WHAT WE BELIEVE

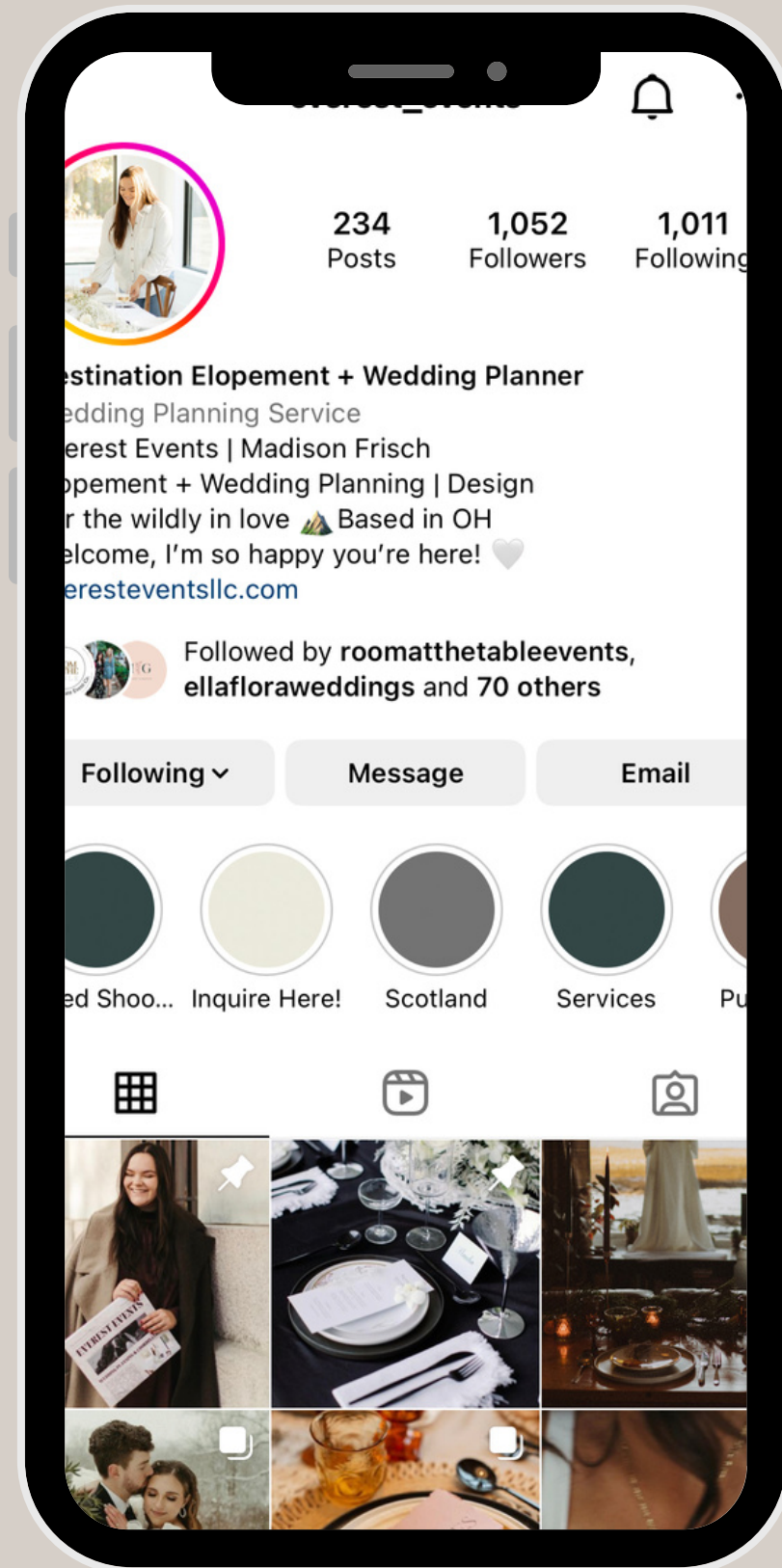
We are more than wedding planners. We believe in becoming friends with our clients -and giving you a valuable team player. We want to be there for you as you make hard planning decisions and walk you through things we have seen at weddings. We believe that LOVE is LOVE, and there is so much beauty in cultural recognition. The world is changing, and large traditional weddings don't have to be your normal. We love any style wedding AS LONG as it represents the couple. If that is traditional, fantastic! Eloping? Amazing! Destination micro wedding? Our bags are already packed! If you choose us as your coordinators - we will do everything in our power to make sure your wedding is everything you dream of it being, all the while handling emergencies and communicating with your vendor team.

-Madison

Everesteventsllc.com

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CONNECT WITH US



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