

MOENA EVENT

DAY-OF COORDINATION



For couples who want to fully enjoy their big day, with complete peace of mind.

BEFORE THE WEDDING

- A free meeting to understand your needs and introduce the agency
- 3 working meetings to organize the final details
- 1 site visit to the venue to ensure everything is under control
- Creation of a detailed report including the timeline, vendor contacts, and logistical plans
- Coordination of surprises with the maid of honour and best man

ON THE BIG DAY

- Full presence of your wedding planner and an assistant
- Detailed coordination and management of vendors and surprises with the witnesses
- Setup of small decorations, full supervision, and handling unforeseen issues

WHY CHOSE THIS PACKAGE

Delegate the coordination of your big day so you can savor every moment without worrying about the unexpected.









Because one day to celebrate your love is not enough...

OPTIONAL

Coordination the day before

Coordination the day after

Starting from
300€
per day

FAQ

How far in advance should I contact you for day-of coordination?

• Ideally, between 6 and 2 months before your wedding date. However, shorter notice can be accommodated.

CAN I ENTRUST YOU WITH FINDING CERTAIN VENDORS?

 Yes, I can select vendors you haven't planned for yet, and this service will be charged as an additional cost.

GET IN TOUCH





www.moena-event.com

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