

Glorious Events

Partial Bar / Bat Mitzvah Planning Package

Price: \$1,200

This package is ideal for clients who have some of their vendors already selected and just need a little more assistance with putting everything together. This package starts six months prior to your event.

This package includes the following:

Planning:

- Initial 2 hour in-person consultation
- Unlimited phone / Skype and e-mail consultations
- Scheduling and attending up to 4 vendor meetings and negotiations with vendors
- Arranging all vendor contracts
- Creating your own personalized Bar / Bat Mitzvah vision board
- Assistance with choosing a style / theme for your event
- Assistance with budget management
- Venue walk - through and seating chart mapping
- Vendor recommendation in all of the following categories:
 - ✓ Entertainment - MC, DJ, Band, Live Performances
 - ✓ Photographers & Videographers
 - ✓ Photobooth Services
 - ✓ Florist
 - ✓ Decor & Design
 - ✓ Catering
 - ✓ Cake/ Desserts
 - ✓ Lighting & Sound
 - ✓ Transportation
 - ✓ Guest Gifts

- ✓ Giveaways & Prizes
- ✓ Rabbi Services
- ✓ Place Cards & Stationary
- ✓ Hair & Make Up Services

- Assistance with guest signing board
- Sweet table & candy station design
- Hotel booking accommodation for out of town guests
- Detailed day of timeline creation
- Reviewing event timeline with clients and their vendors
- Revising all final changes of the event timeline and providing all vendors with the final day of timeline
- Bar / Bat Mitzvah day checklist

Bar / Bat Mitzvah Celebration Day:

- Full day of onsite assistance with set up
- Event coordination by lead coordinator and an assistant from start to finish, up to 8 hours
- Coordinating the flow of the event from cocktail hour to celebration time
Making sure all things run smoothly and according to the schedule
- Full set up of the venue including: tables, place cards, centerpieces, guest gifts, giveaways / prizes, guest book and more
- Overseeing vendors production, set up and clean up
- Coordinating speeches and any other entertainment during the reception
- Delivery of all final payments to all vendors

For additional information, please contact us at info@glorousevents.ca or 647 808 0375