

FLAIR FARE



THE FLAIR \$2500

INCLUDED

- ✓ 2 Virtual OR In-Person Planning Sessions
 - 6-8 Weeks Before Event
 - 1-2 Weeks Before Event
- ✓ 1 In-Person Site Visit
 - Up to 2 hrs
- ✓ In-Person Rehearsal Attendance
 - Up to 2 hrs
- ✓ Unlimited Phone Availability
- ✓ Vendor Confirmation + Check In
 - Email Contact W/ Vendors
 - Check In Vendors Day Of
- ✓ Assist W/ Set Up / Tear Down
 - Agreed Upon List Ahead Of Time(e.g. Card Box, Signage, etc.)
- ✓ Event Day Cues
 - Assistance Down The Aisle
 - Keep On Timeline
- ✓ Two Onsite Coordinators(10hrs)
 - See Add Ons For Added Time
- ✓ Timeline + Floor Plan Assistance
 - Confirm W/ Venue Floor Plan
 - Finalize Timeline + Share W/ Vendors

ADD ONS

- ✓ \$45 Per Added On Hour
 - Up To 14 Total Hours
 - Must Be Consecutive
 - Agreed Upon Prior To Event
- ✓ \$45 Per/Hr. Additional On Site Coordinator
 - 3 Hour Minimum
 - 10 Hour Maximum
- ✓ \$1.50 Per Mile Travel Fee
 - Charged Per Mile, Over 30 Miles

763 - 230 - 7620

FORK & FLAIR
CATERING EVENTS

WWW.FORKANDFLAIR.COM