



# Just Catering by Orr

## WEDDING COORDINATION

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While our culinary team works to create a wedding menu that is uniquely yours, our Wedding Coordination staff seeks to look after every last detail of the planning process so you can focus on taking in every moment of your big day.

Whether it's day of coordination or full-scale planning, Just Catering by Orr's consultants will go the distance to ensure your vision--whether contemporary, traditional, or somewhere in between--is brought to life in every detail.

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## Day Of Coordination

Designed for the bride who has managed all the planning and details herself, our Day Of Coordination service provides flawless execution of your vision by Just Catering by Orr wedding consultants.

Services include:

- Wrap-up meeting 3 to 4 weeks prior to wedding date
- Vendor confirmations
- Wedding day timeline construction
- Rehearsal Coordination
- Oversight and management of Wedding Day

Day Of Coordination brides work with one of Just Catering by Orr's consultants. Their goal is to make sure you go through your wedding day savoring every joyful moment, taking in every bit of excitement, and never worrying about the details.

## Full Planning & Coordination

This service is designed for the bride that wants a professional wedding consultant holding her hand and walking every step with her throughout the entire planning process.

Services include but are not limited to:

- Budget formation and management
- Planning calendar oversight and management
- Assistance with wedding design
- Complete vendor meetings (schedule permitting)
- Full vendor management
- Venue walkthrough
- Wedding site layout and design
- Wedding day timeline construction
- Rehearsal coordination
- Comprehensive wedding day oversight and management
- Breakdown of decor

Our process begins with a preliminary meeting to discuss your desires for your wedding day. After an onsite walkthrough to further develop the foundations of your event, your Just Catering by Orr wedding consultant will work closely with your design team: florist, rentals, lighting, DJ, and any other related vendor.