



DARLING
EVENTS CO.



EVENT COORDINATION *Packages*

WEEK-OF \$1,200

(3) calls/meetings before event
vendor recommendations
timeline assistance
resource drive with templates
venue walkthrough (if available)
on site from venue access
until final teardown

PARTIAL \$600

(2) calls/meetings before event
vendor recommendations
timeline assistance
resource drive with templates
on site (5) hours day-of
(your choosing)

MONTH ADD-ON \$500

unlimited assistance up to (30)
days before event
detailed timeline development
final vendor coordination
detail meeting attendance
seating chart assistance

for questions email
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