

## Set up and Tear down

*"You want to revel in the joy and excitement of your wedding day;  
you need Delicate Designs to handle the details."*

**Congratulations, on your Engagement!** Your Delicate Designs wedding coordinator will assist you with carrying out your vision of a dream wedding, by discussing and coordinating the set up and tear down of rental items: Table, chairs, linens, centerpieces and other décor.

Upon signing the contract details include:

- Consultation to gather wedding day vision and expectations.
- Will schedule a meeting to view location and determine set up layout.
- Discuss items to be reserved at local Rental Company or provide by the wedding couple.
- Will schedule a second meeting **2 weeks** prior to the wedding to verify no changes are necessary.
- Delicate Designs will contact the rental company two weeks prior to the wedding ceremony and reception to verify contracted details.
- The Delicate Design team will set up and tear down the contracted necessities of the day, which were previously rented or purchased by the wedding couple and family.

**Note:** This package **does not** include clearing of tables, trash bags/bins or clean up services. If the area is left a mess and Delicate Designs is responsible to clean and clear the area before being able to tear down, there will be an hourly fee of \$35 per Delicate Design team member, billed to the Wedding couple. The contracted price for Delicate Designs will be amended within the contract as the quantity of rental items is increased, decreased or if overtime is needed during tear down.

Contracted price varies, please email for a wedding quote.

*\*The price does not include fee for travel expenses.*

Contact us today at 631-3650 or [delicatedesignswc@gmail.com](mailto:delicatedesignswc@gmail.com) and schedule your NO obligation consultation, TODAY.