



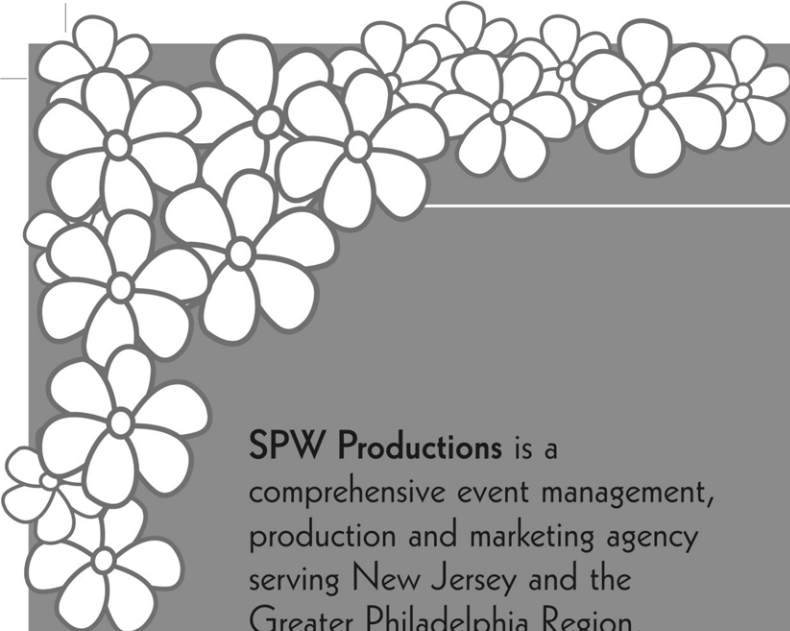
SPW Productions

On-Site Wedding Management

SPW Productions knows that your wedding day is one of the most important days in your life. We will make sure that everything runs smoothly for you and your guests while you sit back and relax.

Services Offered

- Face-to-face meetings to review event details and contracts
 - Create Wedding Day timeline for ceremony and reception
 - Venue walk-through
 - Oversee rehearsal
 - Oversee room set-up
 - Confirm and manage all vendors contracted for the wedding
 - Coordinate pre-wedding photographic sessions
 - Guide Bridal Party
 - Direct and oversee the formalities of the day such as The Grand Entrance, The Toast, First Dance and Cake Cutting
 - Gather all personal items and return to bridal party
 - Delivery of final payments and gratuities to vendors
 - Oversee breakdown/load-out
 - Packages and pricing available upon request
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SPW Productions is a comprehensive event management, production and marketing agency serving New Jersey and the Greater Philadelphia Region.

As a full service Special Events production company, **SPW Productions** does it all - social, corporate, industry, entertainment, sports, charity and more. Our professional and experienced staff brings a wealth of knowledge and years of expertise to provide your organization with quality event management services.

Philadelphia 215.670.4323
New Jersey 856.464.8304
www.spwproductions.com

2009 ISES Esprit Award for Best Social Event
2009 ISES Liberty Award for Best Social Event Planner

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