

WEDDING PARTY INFORMATION PACKET

Thank you for inquiring about bridal services at *ESSENCE*. This Wedding Party Information Packet is designed to familiarize you with our services and allow you to determine those that you would like to schedule for yourself and your bridal party. It includes:

1. *ESSENCE* Brochure with descriptions of all available services.
2. Wedding Policy Sheet
3. Wedding Party Service Request
4. Wedding Party Price List
5. Travel Directions to *ESSENCE*.

Please let me know if you have questions regarding any of our services or policies as described in the enclosed information. You may reach me at *Essence* by phone (860-388-1002), by fax (860-388-6402), or by E-Mail (essencegreen@sbcglobal.net).

The Wedding Services Request Form, included in this packet, is a vital tool for us to implement your wishes. Please fill it in carefully and completely and mail or fax it to us as soon as possible. Once we receive it, your requested services can be scheduled. We will follow up with a confirmation letter including your schedule of services and the charges for them.

We look forward to playing a small but vital role in the plans for your very special day.

Sincerely,

Missy Sullivan
Wedding Coordinator