



Let's dive in!

Sweet Blossom Weddings

WEDDING PLANNING & DESIGN

MEET *Our Team*



MELISSA

Owner & Principal Planner

When Melissa isn't wedding planning she is...

most likely cheering on one of her son's at their sporting events, going on a date night with her hubby, petting her favorite furry animals, or dancing and singing to one of her favorite songs.



JASMINE

Principal Planner

When Jasmine isn't wedding planning she is...

cooking up a storm, planning her next adventure, searching for new inspiration, and spending time with her loved ones



EMMA

Principal Planner

When Emma isn't wedding planning she is...

planning travel and events in her own life, enjoying spending time with friends in person and her east coast family on FaceTime, doing yoga, listening to music, and eating her way through San Diego.

About us

Sweet Blossom Weddings is a full service wedding planning and event design boutique servicing weddings in Southern California. We are a seasoned team of professionals who are passionate about providing you with exceptional service. If you are searching for someone to trust with the most important day of your life, you've come to the right place. We guarantee that your wedding planning journey with us will be easy and enjoyable! Sit back and relax as we step into the beautiful world of weddings and events together!



Our PACKAGES

FULL SERVICE PLANNING

PARTIAL PLANNING

WEDDING MANAGEMENT





ALL Packages Include

Three Planners to Help on your Wedding Weekend!

Lead Wedding Planner: To Oversee All Event Management From Beginning To End On Wedding Day

Set Up Assistant: To Help With Set Up And Event Execution For The Day, Up To 6 Hours On Wedding Day

Bridal Assistant: To Be A Personal Assistant For The Couple, Bridal Party And Family, Up To 6 Hours On Wedding Day

REHEARSAL COORDINATION: DAY BEFORE WEDDING

- Attend, coordinate and assist wedding officiant (if present) at rehearsal with bridal party and family
- Retrieve any personal decor items from you at the rehearsal or at the venue on wedding day (i.e. favors, toasting flutes, escort cards, etc.)

VENDOR COORDINATION

- Make sure all vendor commitments are fulfilled to your standards
- Coordinate timing of day's events with the photographer and/or videographer
- Cue and coordinate timing for ceremony musicians
- Coordinate with DJ/Band to establish timing for grand entrance, first dance, cake cutting, bouquet toss, and/or garter toss
- Distribute gratuities and/or final payments to vendors on your behalf, if needed
- Liaison for all vendors and venue throughout the event

BRIDAL PARTY COORDINATION

- Distribute and pin on all personal flowers, if needed
- Line up family and bridal party for processional
- Line up bridal party for Grand Entrance
- Cue bride and groom and other members of the party for special events i.e.; toasts, dances, cake cutting, etc.
- Be visible and available at all times to you, your fiancé, and your parents to ensure a stress free and enjoyable event

SET-UP COORDINATION

- Ensure proper placement of items for reception i.e.; table numbers, favors, menus, candles, cake knife, toasting glasses, head table seating and any other miscellaneous items
- Direct room set up and following floor plan and checking number of guests at each table
- Arrange all seating cards (escort cards) in alphabetical order
- Assist with set up for ceremony (programs, flowers, unity sand/candle, chairs, etc.)
- Assist with set up for cocktail hour and reception site, as well as transfer ceremony wedding décor, as needed
- Ensure all finishing touches are achieved

BREAK DOWN COORDINATION

- Ensure all gifts are moved to bridal suite or designated room
- Keep track of, pack up, and organize everything after wedding is finished (gifts, guest book, centerpieces, toasting flutes, decorations, etc.). Ensure all rentals and décor items are picked up by specified vendors

MISC.

- Greet guests as they arrive and help with the flow of the evening for the guests
- Management of entire wedding day from beginning to end, including any troubleshooting and taking care of any “situations” that may arise
- Access to Sweet Blossom Weddings extensive emergency kit

CHERRY Blossom

GETTING STARTED AND STAYING ORGANIZED

- Correspondence with principal planner starting from date of signed contract via email, phone, or text
- Initial strategic meeting to understand your wedding vision and goals and create a detailed plan to bring your vision to life
- Personalized online wedding planning platform
- Keep you organized and on track with the month-by-month checklist
- Create and maintain itemized budget spreadsheet to keep you on target
- Establish a vendor payment schedule with automatic payment reminders
- Coordinate check-in phone calls to help keep you on track with wedding planning and next steps

DESIGN & STYLING

- Full Design & Styling for your wedding - create cohesive design board including color scheme, floral design, rentals, stationery and decor
- Source floral and rental vendors, review and negotiate contracts, and maintain orders throughout planning process:
 - Floral designer
 - Tables
 - Chairs
 - Linens
 - Tabletop (charger plates, flatware, glassware, china, napkins)
 - Lounge furniture
 - Backdrops/draping/installations
 - Lighting/staging/AV
 - Dance floor

- Facilitate meetings or phone calls with design vendors of your choice to help ask the right questions and provide support (maximum 3 per vendor category)
- Assist in selecting and proofreading all stationery including save the dates, invitations, programs, menus, and wedding day signage
- Provide referrals for bridal boutiques and attire based on your style
- Attend final design meeting with floral designer and rental company to evaluate a mock-up of the floral arrangement and tabletop rentals

BUILDING YOUR VENDOR DREAM TEAM

- Assist in securing ALL vendors:
 - Entertainment
 - Photographer
 - Videographer
 - Stationery
 - Baker
 - Caterer
 - Beverage service
 - Hair/make-up
 - Floral designer
 - Officiant
 - Décor/Rentals
 - Lighting
 - Transportation/Valet
- Schedule all of your vendor meetings or phone calls
- Facilitate meetings or phone calls with vendors to help ask the right questions and provide support (maximum 3 per vendor category)
- Act as the primary point of contact for all of your vendors and manage all contracts on your behalf



Full Service Planning

CHERRY Blossom

...CONT'D

VENUE LIASON

- **Add-on service:** *Venue Selection - schedule and attend site visits for your top 3 – 5 venues as well as review and negotiate contracts for your top 2 venues*
- Act as the primary point of contact for the venue manager throughout the planning process
- Coordinate room blocks and room rates
- Attend tasting meeting with you and caterer or venue
- Manage reception diagram with you and venue manager
- Review BEO (Banquet Event Order) provided by caterer/venue
- Plan one additional wedding weekend event

FINALIZING DETAILS

- Review final vendor contracts to verify important details including key times, quantities, and other logistics
- Attend final in-person meeting to discuss wedding day timeline, vendor information, diagram, rental and décor set-up, and other logistics (preferably at venue 6 weeks prior to wedding day)
- Create Wedding Weekend Program for you and all vendors including:
 - A minute-by-minute Master Timeline
 - A Set-Up Outline including detailed information on decor, florals, rentals and all other items provided for wedding day
 - Shortened version of the Master Timeline for your bridal party and family
 - Detailed Vendor Contact information
- Distribute finalized Wedding Weekend Program as well as Reception Diagram and Seating Chart to all vendors one week prior to wedding day
- Communicate with vendors about the venue's procedures for load in, setup and tear down
- Provide Marriage License information

Starting at \$9,800

ORANGE Blossom

GETTING STARTED AND STAYING ORGANIZED

- Correspondence with principal planner starting from date of signed contract via email, phone, or text
- Initial strategic meeting to understand your wedding vision and goals for your wedding as well as discuss vendors, budget, and overall design direction
- Access to a personalized online wedding planning platform throughout the planning months
- Provide month-by-month checklist for you to maintain
- Create an itemized budget spreadsheet for you to maintain
- Establish a vendor payment schedule with automatic payment reminders

DESIGN GUIDANCE

- Design & Styling Guidance for your wedding - provide design inspiration and ideas to get you started in the right direction for designing your wedding
- Answer questions and brainstorm design ideas during planning process
- Provide floral designer and rental company recommendations and gather initial quotes before connecting you with vendors so you can handle quote maintenance and contracting:
 - Tables
 - Chairs
 - Linens
 - Tabletop (i.e. charger plates, flatware, glassware, china, napkins)
 - Lounge furniture
 - Backdrops/draping/installation
 - Lighting/staging/AV
 - Dance floor

- Provide referrals for bridal boutiques and attire based on your style
- Attend one initial meeting with your favorite floral designer before booking them
- Attend one meeting with your favorite rental company to help pick out pieces that align with your design concept
- Attend final design meeting with floral designer and rental company to evaluate a mock-up of the floral arrangement and tabletop rentals

BUILDING YOUR VENDOR DREAM TEAM

- Provide recommendations for a minimum of three vendors in each category best suited to your style and budget
 - Entertainment
 - Photographer/Videographer
 - Stationery
 - Baker
 - Caterer
 - Beverage service
 - Hair/make-up
 - Floral designer
 - Officiant
 - Décor/Rentals
 - Lighting
 - Transportation/Valet
- Contact selected vendors to check their availability and gather customized price quotes on your behalf
- Connect you with vendors so you can set up interviews and handle contracting as well as maintain correspondence throughout the planning process
- Answer questions and provide guidance about vendor contracts



Partial Planning

ORANGE Blossom

...CONT'D

VENUE LIASON

- Provide guidance and answer questions about venue related details
- Act as the primary point of contact for the venue manager starting three months prior to your wedding
- Attend tasting meeting with you and caterer or venue
- Manage reception diagram with you and venue manager
- Review BEO (Banquet Event Order) provided by caterer/venue

FINALIZING DETAILS

- Review final vendor contracts to verify important details including key times, quantities, and other logistics
- Attend final in-person meeting to discuss wedding day timeline, vendor information, diagram, rental and décor set-up, and other logistics (preferably at venue 6 weeks prior to wedding day)
- Create Wedding Weekend Program for you and all vendors including:
 - A minute-by-minute Master Timeline
 - A Set-Up Outline including detailed information on decor, florals, rentals and all other items provided for wedding day
 - Shortened version of the Master Timeline for your bridal party and family
 - Detailed Vendor Contact information
- Distribute finalized Wedding Weekend Program as well as Reception Diagram and Seating Chart to all vendors one week prior to wedding day
- Communicate with vendors about the venue's procedures for load in, setup and tear down
- Provide Marriage License information

Starting at \$6,400

PEAR Blossom

This package starts 90 days prior to your wedding.

GETTING STARTED AND STAYING ORGANIZED

- Access to Sweet Blossom Weddings preferred vendor list
- Correspondence with principal planner starting three months prior to your wedding
- Access to personalized online wedding planning platform during your planning months which include:
 - Budget Worksheet
 - Month-by-Month Checklist
 - Guest List Spreadsheet
 - Diagram and Seating Chart Tool
 - Payment Reminders
 - Design Inspiration Studio

VENUE LIASON

- Act as the primary point of contact for the venue manager starting three months prior to your wedding
- Attend tasting meeting with you and caterer or venue
- Manage reception diagram with you and venue manager
- Review BEO (Banquet Event Order) provided by caterer/venue

FINALIZING DETAILS

- Review final vendor contracts to verify important details including key times, quantities, and other logistics
- Attend final in-person meeting to discuss wedding day timeline, vendor information, diagram, rental and décor set-up, and other logistics (preferably at venue 6 weeks prior to wedding day)
- Create Wedding Weekend Program for you and all vendors including:
 - A minute-by-minute Master Timeline
 - A Set-Up Outline including detailed information on decor, florals, rentals and all other items provided for wedding day
 - Shortened version of the Master Timeline for your bridal party and family
 - Detailed Vendor Contact information
- Distribute finalized Wedding Weekend Program as well as Reception Diagram and Seating Chart to all vendors one week prior to wedding day
- Communicate with vendors about the venue's procedures for load in, setup and tear down
- Provide Marriage License information

Starting at \$3,000

PACKAGE *Comparison*









Still not sure which package is right for you? You're in the right place! We have created a comparison chart to easily show you the difference between our packages. Let us know if you have any questions! We are here to help to make sure it's the right fit for you!



Still not finding your glass slipper?
Ask us about our custom packages!

WHAT'S INCLUDED?

	CHERRY BLOSSOM	ORANGE BLOSSOM	PEAR BLOSSOM
	Full Service Planning	Partial Planning	Wedding Management

Months in correspondence with lead planner	14+	14+	3
Access to Aisle Planner			
Our attendance at tasting meeting			
Access to Sweet Blossom preferred vendor list			
Create wedding weekend packet (including timeline, setup outline, vendor Instructions, venue diagrams etc.)			
Coordinate and attend rehearsal			
Three Sweet Blossom planners present on your wedding day			
Access to the Sweet Blossom emergency kit			
Month-by-month task list			
Budget tracker			
Communication with lead planner from time of booking			
Full cohesive design board			
Review contract details for all vendors			
Communication on your behalf with all vendors			
Attend all vendor meetings			
Plan one additional wedding weekend event			
Facilitate and coordinate room blocks			

ALL *the love*

We had the best experience using Sweet Blossom Weddings! I would highly recommend them to any bride looking for an amazing team to help them plan their wedding! My maid of honor used them for her wedding and I got to see first hand how amazing they were on the day of her wedding. It made it an easy choice when I was looking for a planner! Melissa is super responsive, helpful and great to work with! We primarily worked with Emma on her team and we can't say enough good things about her! She went above and beyond to ensure every detail of the day was perfect - I am so thankful we were paired with her! She is super thoughtful resourceful, detail oriented, hardworking, super nice, and generally just an awesome energy to have around you during your wedding weekend. She also last minute helped us with our rehearsal dinner as well and she did a fantastic job! Thank you Emma (and day of team) for all that you did for us! We are forever grateful! Brides! Hire SBW and ask for Emma!! She will exceed all expectations!

Nat & Nic





“Melissa and team are the sweetest and most organized team. They are approachable and easy to get along with. You can really see the joy in their hearts when they are doing what they love! We were able to enjoy every moment of our wedding because we knew Melissa was handling everything. Olivia rocked it with our bridal party. We had a HUGE wedding party (over 20ppl with kids) and she kept them on time and in line. They have a yes attitude and if there is something thats difficult they work hard to figure out the best options. Weddings are not easy and mine was at a family home, catered by a family restaurant who doesn't specialize in weddings. We know how hard Melissa and her team worked to make the day a success and we are forever grateful . Our guests continue to rave how amazing the day was and we couldn't have done it without Melissa and team. Thank you so so much!

Brenna



Our PROCESS

1



Schedule a Consultation

Let's chat to make sure we are a good fit for your budget and style.



2

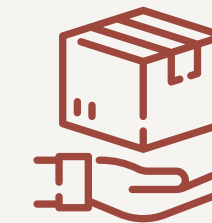


Book your Date

We require a signed contract and a deposit to secure your date.



3



Let's Get Started

Based on your package, we will begin planning your special day and you will gain access to our planning tools.



Let's chat!



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www.sweetblossomweddings.com