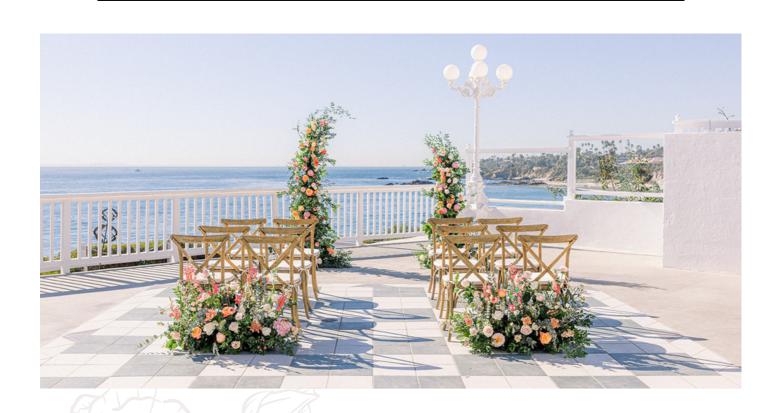


# **PACKAGES**



Sophia Katarina Events is a boutique wedding planning & design company servicing Southern California & beyond. Our goal is to tell the unique love story of our couples by adding personal touches & cultural traditions to create one of a kind events!

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Hello! My name is Sophia and I am the owner & lead designer/ planner at Sophia Katarina Events.

From a young age, I have had a passion for events & entertainment, specifically weddings- because who doesn't 'love love'! A wedding is about celebrating the love between two individuals & sharing their commitment to each other in front of the ones closest to them- uniting two people, two lives, and two families.

After 6 years of working in the events industry and becoming Master Certified in Wedding Planning & Design, I began Sophia Katarina Events. My approach is focused on translating the couples personalities into the design style & keeping guests perspective in mind by addressing the five senses- sight, hearing, smell, touch and taste. In order to create a well rounded event, we need detailed logistics & sophisticated designs!

From the smallest details to the big decisions, we are here with you every step of the way!

We are excited to plan the wedding of your dreams regardless of sexual orientation, gender, race, religion!



# PLANNER & DESIGNER VS COORDINATOR



#### **Wedding Planner & Designer**

Wedding Planners are all about the *logistics and organization* of a wedding. They create plans and structures to make every step of the wedding planning process is seamless and easy for their couples.

Wedding Designers concentrate on the *aesthetic*, *color story*, *and overall look* of the wedding. From the lighting and the florals to the table scape and menu options, designers help couples with every detail!

#### **Wedding Coordinator**

Wedding Coordinators ensure that the wedding day *runs smoothly from behind the scenes* so you can enjoy every moment of your big day! One word that best describes a Wedding Coordinator is '*Manager*'. During the last month of the wedding, coordinators are there to double check all design & logistic details and run the ceremony rehearsal. On the wedding day, they are there to oversee all vendors, manage the timeline, and assist with anything unexpected that may arise.





#### How are they similar?

The main way Planners & Coordinators are similar is that they are both dedicated to supporting couples in creating the wedding of their dreams!

Wedding Planners work with couples throughout the planning process to plan & design their wedding, and eventually become their coordinator for the wedding day. However, Wedding Coordinators only step in once the planning process has ended.



## **SERVICES**



#### **O1** Full Wedding Planning & Design-

Starting at \$7,000

In our Full Wedding Planning package, Sophia Katarina Events is here to support couples through the entire planning & design process. Our goal is to create a stress free environment where couples can plan their wedding while enjoying their engagement period.

Through unlimited communication, we work closely with couples to navigate all aspects of wedding planning. From finding your dream venue to walking down the aisle, Sophia Katarina Events is there every step of the way!

- Curate custom wedding design concept, mood boards and color story. We work together to choose decor, rentals, florals, lighting, stationery and other design elements to match your aesthetic.
- Research, selection, & management of high quality vendors for your event team. This includes contract review/ negotiation, budget evaluation, and attending vendor meetings when necessary.
- Create & manage a detailed monthly checklists to ensure the planning/ design process runs smoothly throughout engagement period.
- Assistance with stationery wording, favors, attire, hotel blocks, seating charts, ceremony scripts, applying for marriage license, etc.
- Create detailed wedding day timeline, floorplans, & seating charts.
- Oversee & manage the wedding day (see Month of Coordination Package)
- + so much more!

#### **Q** Intimate Wedding Planning & Design-

Starting at \$4,500

Intimate Wedding are weddings with your closest friends & family, and have a guest count of 25 and under. This package is the SAME as our Full Wedding Planning & Design package, but on a smaller scale!





#### **03** Partial Wedding Planning & Design-

Starting at \$5,000

Partial Wedding Planning & Design is for the couples who have begun the planning process and are looking for extra support during the final months leading up to the wedding. With unlimited meetings, we book any remaining vendors, finalize designs, and wrap up logistic details.

- Review all designs to ensure cohesiveness throughout ceremony, cocktail hour, and reception. We work together to choose remaining decor, rentals, lighting, florals, stationery and other design elements.
- Research & selection of high quality vendors that have not yet been booked, and management of all vendors on your
  event team. This includes contract review/ negotiation, budget evaluation, and attending vendor meetings when
  necessary.
- Create + manage a detailed monthly checklists to ensure the planning & design process runs smoothly throughout remainder of wedding planning period.
- Assistance with stationery wording, favors, attire, hotel blocks, seating charts, ceremony scripts, applying for marriage license, etc.
- Create detailed wedding day timeline, floorplans, & seating charts.
- Oversee & manage the wedding day (see Month of Coordination Package)
- + so much more!

### O4 Wedding Planning Management-

Starting at \$4,000

This package is ideal for the couples who want to plan & design their own wedding, but would like some guidance to ensure they are staying on track to planning the wedding of their dreams. We give you the tools and the structure to create your unique wedding by being the 'backbone' to support you throughout the process!

Once we are 45 days prior to your wedding, we will begin to review all details & aspects of your wedding and take over as liaison between the couple + vendors. Sophia Katarina Events also will coordinator & run the ceremony rehearsal and attend the final venue walkthrough!



- Customized & detailed checklist of what needs to be completed each month to stay on track.
- Access to prefered vendor list for the following vendors: photographer, videographer, florist, DJ, stationery, and rentals.
- Access to various information/ tips & tricks for planning your wedding (questions to ask vendors, wedding party checklist, how to create a seating chart, applying for a marriage license, stationery wording, hotel blocks, etc.)
- Check-in's to see how the planning process is going for you and answer any questions you may have.
- 2 design consultations to ensure cohesiveness on throughout ceremony, cocktail hour, and reception.
- Oversee & manage the wedding day (see Month of Coordination Package)
- + so much more!



#### **O5** Month Of Coordination-

Starting at \$3,500

On your wedding day, our goal is to allow couples to focus on each other, family, and friends without the stress of 'behind the scenes' logistics.

Up to 45 days prior and with unlimited meetings, we work together to review all details to ensure the Sophia Katarina Events team understand your wedding through & through as if we were a part of the wedding planning process. At this point, we take over as liaison between the couple + vendors. Sophia Katarina Events also will coordinator & run the ceremony rehearsal and attend the final venue walkthrough.

- Review timeline, floorplans, venue rules & regulations, final headcounts, and more with all vendors prior to wedding day.
- Sophia Katarina as lead coordinator on your wedding day + assistants (# of assistants based on scale of wedding)
- Overseeing & coordinating all vendors from the beginning of setup to the end of breakdown. Ensuring all vendors supply according to their contract
- Ensuring all personal items, decor, and details are set as previously discussed + packaged at the end of night
- Timeline + floorplan management
- Cueing the couple, wedding party, family, and vendors for important events such as processional, grand entrance, and first dance
- Assist with unexpected situations on the wedding day
- Be an advocate on behalf of the couple throughout the wedding day.
- + so much more!

### Ob Social Events Planning & Design- Depends on type of event

Sophia Katarina Events is here to help you plan & design all of your life events!

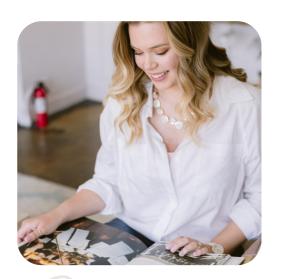
This includes, but is not limited to:

-Planned Proposal -Engagement Party -Bridal Shower -Rehearsal Dinner -Post Wedding Brunch -Anniversary





# NEXT STEPS



- 1) Schedule a complimentary initial consultation! We will discuss your wedding vision & goals along with what working with a wedding planner looks like to you.
- 2) SK Events will send you a customized proposal tailored to your wedding vision.
- 3) Let the planning process begin!

Thank you!

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