



Lauren Victoria Photography

Shelby Triglianos Photography Photographer Olivia Rubin

# **CONGRATULATIONS!**



The moment has finally arrived! You have a beautiful ring on your finger and you're planning your future with your forever love. With all the excitement and ideas in the air, you may begin to have a ton of questions or even begin to feel a little overwhelmed with all the choices available to you. If this seems familiar to you, then you're in the right place! By considering a wedding planner and coordinator, you can relieve the stress of planning, organizing, and setting up your wedding so that you can focus on the most important thing—the joy and celebration of getting married.

My name is Melissa, and I am the owner of Simple Celebrations, LLC. I have been in the hospitality business since I was a teenager and our small family business was founded in 2018. We have an experienced team of professionals that create and deliver excellent service to our couples. We are located in Brockport, NY and serve Rochester, NY, Western NY and surrounding areas. We absolutely love to travel and are happy to bring our services and rentals to you!

Our company was named *Simple Celebrations* because that is what we love to do: help our couples plan a beautiful event all while keeping it SIMPLE! Every couple has a love story and *Simple Celebrations* strives to tell that story on your special day. We believe your wedding should be so much more than a special day - it should be an unforgettable, lasting experience for you and your guests.

Our design and planning services will reflect you and your partner's personality, interests, and style.

We also have a large selection of antique, vintage, and handmade décor that is available for rent. Our rental supplies are eco-friendly and bring uniqueness and beauty to every event. Our collections include arches, linens, centerpieces, place settings, lounge areas and more!

Whether you're looking for a full-service wedding or someone by your side on your wedding day to help you enjoy every moment with your partner, friends, and family, *Simple Celebrations* would be honored to help you achieve just that. We will be there with you every step of the way, allowing you to enjoy what matters most — celebrating with your family and closest friends.

Did you know we also provide officiant services? We have enjoyed planning and performing ceremonies of all different races, cultures, religions, non-religious, and are proud advocates of the LGBTQ+ community.

"In short, Melissa is PHENOMENAL and you absolutely need her for your wedding day! From the day we had our first phone call I knew Melissa would have our backs. We had most of our vendors picked out so we hired Melissa as a day of coordinator and WOW did she make our dreams come true. Not only did she help with suggestions for our wedding day, she became the point person for our vendors in the weeks approaching our wedding which was a huge relief. On the day of the wedding Melissa was every where at once. She supported us (the couple), our families, venue staff and the vendors with a smile on her face and a positive attitude. Melissa was always just popping up without being asked, we never even thought about going to the bar for drinks because Melissa was always there! We could go on and on about Melissa but we were so happy she was there to support us on our wedding day and we know our day was amazing and so special because of her. We love Simple Celebrations, it is the place to go for wedding services!!

# **SERVICES**

We offer four basic packages and can customize any of these to suit each couple's needs. We invite you to schedule a consultation to see how we can best assist you with your planning.

**FULL PLANNING + DESIGN:** Our most comprehensive planning package, this package will take you from venue search to walking down the aisle, and everything in between. We'll work closely with you to research and procure your venue and vendors, manage and maintain your budget, and help you plan your décor elements. We'll also manage your vendor communication, provide full set-up and take-down services, and be with you every step of the way.

**PARTIAL PLANNING:** Our Partial Planning package is perfect for the couple who prefer to book their own venue and vendors, but would like assistance with designing and planning the little details. We'll help with the bulk of the planning and organization leading up to the wedding, ensuring that your day is everything you've always dreamed of.

**MONTH OF COORDINATION:** This package is designed for clients who have planned and organized their wedding, but are looking to enjoy their day and not stress about managing the timeline, vendors, or guests. We'll step in and take care of the little things the month of your wedding so that you can relax the weeks leading up to your big day.

**DAY OF COORDINATION:** You've done all the hard work, and now you want to enjoy every moment! Our Day-of Coordination package is designed for those that have everything planned, but would like a point-of contact for the day.

## A LA CARTE SERVICES:

- Officiant Services
- Décor Styling + Design
- Full set up and/or take-down











"Melissa is AMAZING! Before I even saw her work, all my other vendors spoke so highly of her. She was able to get my huppah secured in hurricane winds, built the most beautiful seating chart and welcome sign and all my rentals were perfect!!!! Everything was seamless."

Services Provided	Day-of Coordination	Month-of Coordination	Partial Planning	Full-Service Planning
	\$2,000	\$2,500	\$3,750	\$6,500
Planning + Preparation				
Free 1-Hour Planning Consultation	X	Х	Х	Х
Unlimited phone + email communication	X	Х	Х	Х
In-person planning, vendor + design review	X	Х	Х	Х
Venue + Vendor research and recommendations that fit style/budget			X	Х
Personalized INSPIRATION BOARD			Х	х
Detailed list of décor + rentals needed for event			X	Х
Wedding Planning Checklist			Х	х
Detailed timeline created for vendors			Х	Х
Detailed timeline created for bride and groom (entire day)			Х	Х
Floor plan assistance			Х	Х
Entertainment + activity suggestions				Х
Hotel + Transportation reservation assistance				Х
Rehearsal Dinner suggestions & organization				Х
Maintain all vendor communication, payments + contracts				Х
Month-of Coordination				
Venue walk-through 4-6 weeks prior to event		X	X	Х
Final review of timeline, seating chart, floor plan, and rehearsal		X	X	Х
Assume communication with venue and vendors about arrival time and review timeline		X	X	Х
Answer any last-minute questions/concerns or manage any issues that arise		Х	Х	Х
Rehearsal attendance + coordination		Х	Х	х
Day-of Coordination				
Management of vendors + timeline, assist + receive deliveries from vendors	X	X	X	Х
Assistance with basic set-up and take-down (1 Hour)	X	Х	Х	Х
Full Ceremony & Reception Coordination + Timeline Management (8 Hours)	Х	X	X	Х
special handling + placement of cards/gifts	Х	Х	Х	х
Distribution of gratuity to vendors	X	X	X	Х



# FREQUENTLY ASKED QUESTONS

## WHY DO I NEED A WEDDING PLANNER?

While you may have a vision and feel for your big day, we can help alleviate the work of planning a wedding, such as personalized design and styling, establishing and managing the budget, and ensuring your event is worry-free and unforgettable.

## WHY DO I NEED A WEDDING COORDINATOR?

Your wedding takes months, even years to plan and organize. On your big day, let us do all the moving, set-up, organization of vendors, and take-down. That way, you and your love can enjoy every minute of your wedding without stress or worry.

## WHY SHOULD WE HIRE YOU?

Simple Celebrations is known for our easy-going, flexible, and friendly attitude. We are also professional, hard-working, and determined to help give you and your partner the wedding of your dreams.

## WHO WILL BE WITH US ON OUR WEDDING DAY?

Melissa is the main planner and coordinator at *Simple Celebrations* and will be your contact person during the consultation and planning process. In the event that Melissa is not available on your date, our other trained and trusted coordinators will provide you with the same care and attention to detail as Melissa would.

#### HOW MUCH COMMINUCATION WILL WE HAVE BEFORE OUR WEDDING?

Each package includes unlimited phone and email communication. Meetings are included in each package as well. No matter what, we are always available to you to answer any questions you have or ease your worry.

"We hired Melissa at Simple Celebrations for our day-of wedding coordinating. All I can say is she turned out to be so much more than a wedding coordinator. From the moment we first spoke on the phone, I knew Melissa would help us make the wedding of our dreams come true. She was thoughtful, supportive, and above all things, genuinely kind. She provides so much more than day-of wedding coordination. I truly can not say enough good things about Melissa and Simple Celebrations. We chose to rent nearly everything from her and it worked perfectly. Could not recommend Melissa enough!"

Josie + Nick

#### OUR VENUE PROVIDES A COORDINATOR, WHY DO I NEED YOU?

If your venue provides a venue coordinator, they are responsible for coordinating for the venue and maintaining the property during its use. This includes serving food, cleaning messes, and managing staff. We, on the other hand, serve you! You and your partner are our main focus. We ensure that you're comfortable and have everything you need, from a drink in your hand to helping your guests to their seats. We will make your vision come to life and your wedding a day to remember.

# WE ARE HAVING A BACKYARD WEDDING. DO I STILL NEED YOU?

Absolutely! Backyard weddings take a little extra time and effort to plan and prepare. Having a wedding coordinator will take the stress off of setting up, managing the vendors and timeline, and ensure that you are enjoying every minute of your big day.

#### WHAT DO YOU BRING ON OUR WEDDING DAY?

Rest assured, *Simple Celebrations* will have everything you need to have a stress-free wedding. This includes having vendor contact information and documents, a preestablished timeline of events, and any last-minute necessities. Also, if we are providing rentals for you, we can bring them with us and you'll have no hassle with returns.

# **HOW DO WE RESERVE OUR DATE?**

Sound like a good match? Simply contact Melissa via phone or text at 585.455.6810 or send an email to SimpleCelebrations@yahoo.com to set up a time to discuss next steps.













Words cannot express how happy and grateful we are to Melissa Snyder and Simple Celebrations. We hired Melissa to be our Wedding Coordinator and rented all our decorations through her. What an incredible experience! Planning a wedding is challenging, but Melissa held the reins and kept the whole operation in line. Not only were we so impressed with her organizational and interpersonal skills, but her attention to detail, her knowledge of the wedding vendor scene, and her creative vision blew us away!

Not only did we get the wedding of our dreams, but we also made a friend in Melissa <3 I have recommended Melissa to all my friends and family, and do not hesitate to recommend her to you! Melissa, thank you from the bottom of our hearts!

# **TESTIMONIALS**

"Melissa has been extremely helpful from the moment we had started planning our wedding. We had reached out to her in the fall of 2019 with the plans of a wedding in May 2020. She was great about meeting with us and was very candid with what she envisioned, the procedures, etc. We had a few questions as we were doing a lot of this planning on our own. She offered recommendations when we needed them but had a great balance of not stepping on our toes with what we envisioned for a reception. She made the process less stressful and was great about offering her knowledge and expertise on planning for planning these types of events. Due to COVID-19, we had to scrap our wedding and reception plans for May 2020 and decided on getting married through an online ceremony in early July. Melissa agreed to officiate for us and brought over beautiful decorations for our mantel for the background of the camera. We were grateful she officiated our wedding with such short notice. She has been friendly and very easy to talk to throughout this whole process and we plan on postponing our reception to be a 1st anniversary in July 2021!"

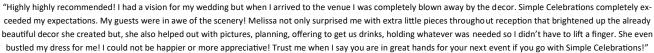


# David & Beau



"I can't say enough about Melissa! She was absolutely amazing. The attention to detail was out of this world. From start to finish, Melissa made this the most memorable day of my life. Everyone raved about the decor and how unique and amazing it was. Melissa was the calm in the storm. She went above and beyond in every aspect from taking my crying toddler for a walk so we could enjoy our entrance, to running to get the coffee I forgot, to buying my entire wedding flip flops after dinner because our feet were killing us. Her and her family are so amazing and if I had to do it all over again I wouldn't hesitate using her for every part of my wedding. It was truly my fairytale Boho wedding I dreamed about. Thank you Melissa for everything. You are a true gem! We appreciate you!"

# Chelsea & Mike





# Marnie & Jason



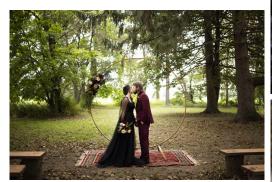
"Melissa has a heart of gold and it shines through! She is so willing to jump in and help without expecting much in return. Our wedding plans changed so many times and she was so patient and flexible with every challenge thrown our way! Her decor looks beautiful and you can tell she pours her heart into the details. She's someone who definitely wants the best for the people in her circle. Thank you, Melissa, for all of your understanding and cooperation through this difficult year for covid weddings! And thank you for helping me with my struggles outside of the wedding as well. You are a beautiful spirit "

Bri & John



"I have heard about so many wedding planners over the last year. I really didn't know what to expect or even what to ask for in one. When I realized we needed a wedding planner, I wanted to make sure I was gaining a friend. I didn't have much support of family and friends to help me, nor would I ask. I mean, one would think people would offer help or even guidance planning a wedding. I know everyone is so busy with their own lives. I decided to read reviews from brides to help make my decision, and was astonished to read what some brides expected of their wedding planner in their review. Some went above and beyond from what I was reading and it seemed not appreciated then bashed online. Then I found reviews about Melissa. I found so many amazing reviews and decided I was going to reach out to her because I was lost in my planning, unsure of what I was doing, what my next step was, and what I was leaving out without realizing. One evening, I talked to Melissa on the phone for the first time and within minutes I was already in tears because I could hear the love, honesty, and eager to help without me even saying much!! My fiancé (now husband) asked Melissa to meet us for a beer to chat more. That evening when I officially first met her, she embraced me with the biggest hug as if we had been friends for 20 years and hadn't seen each other in so long and yet it was the first time we ever met. We explained to her that we had no theme, not very many ideas, and basically had our Venue, cake and DJ. We talked that evening for what seemed to be hours. She asked us tons of questions and was able to get more out of us than we even knew we had to offer. We left that evening knowing 100% that she was going to be our Savior..... forget calling her a wedding planner! From that evening on she continued to call me, text me, and I also did the same thing. We were now friends... Friends that already seemed like family. Melissa lent me her shoulders to lean on, listened to my rants and venting, comforted my fears and even tears at the same time she did take all my stress away. While doing ALL this, She was helping me plan the wedding of my dreams. She made me the most beautiful bouquet, which included a picture of my dad who passed away several years ago. She was part of a surprise gift from my husband which was also in honor of my dad. She created my husband's boutonniere which was a mini version of my bouquet. Her and her amazing husband Al created an arch for our alter at Artisan Works. I literally talked about this arch once and they built one and it was simply gorgeous. I can say with 100% honesty she read my mind and knew exactly what we wanted. She came up with every single idea from a welcome table, a memory table in honor of my dad, decorated our sweetheart table and dessert table gorgeously. She took very good care of myself and my husband, my entire bridal party and was a joy to be around. Scratch that, she was so fun to be around! She made our wedding invitations, created a beautiful seating chart, as well as kept in contact with all of our vendors as if she were me. Once again I could go on and on about all the things that she did for us and I feel bad if I am leaving stuff out because I know I am. Melissa worked so hard for us and I didn't even ask her to go as far as she did. She did it all on her own. Honestly on the night of our wedding I wanted her to just drink and dance with us because she worked so hard for that evening and it was all for my husband and I. I HIGHLY recommend my friend Melissa if you are searching for a friend in your wedding planner. All I ask of you is to treat her like a friend... a best friend. She will do anything for you and

make your wedding dream come true."







Hudson Street Photography
Kailyn Andrews Photography
Photographer Olivia Rubin













