

# Teddy Bear Baby Shower

Antwon & Yolanda Moore

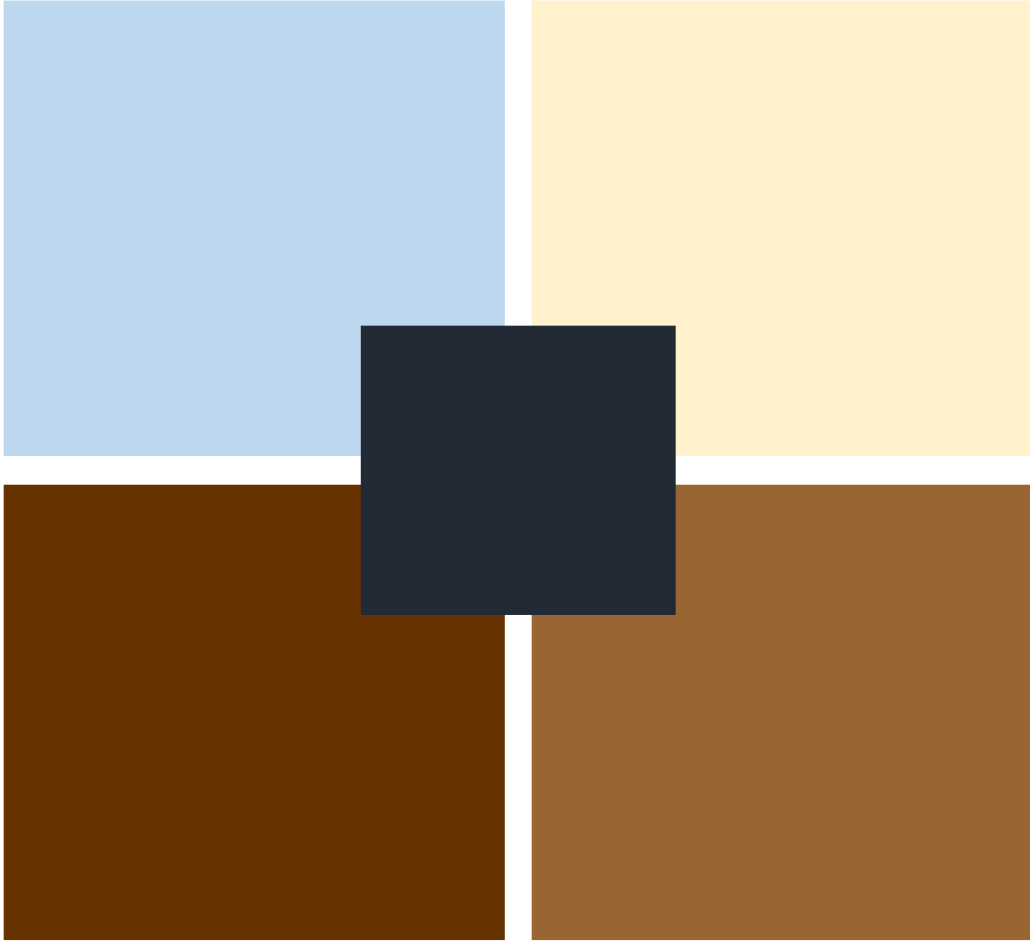


# Client Profile/Background

Antwon, age 32 and Yolanda Moore, age 29 tied the knot a year ago and is very excited, yet overwhelmed, to welcome a new life into the world. They both have a busy work schedule and a 13 year old son. The couple had many reservations about not having a shower due to their schedule but now wants to celebrate their new baby boy this fall. The daunting task of planning a baby shower is very over whelming to Yolanda so she is contemplating hiring an event planner.

The baby shower will be held on Saturday, November 14, 2015 at 2:00 p.m. on the afternoon until 6:00 p.m.

Yolanda has convinced Antwon to be a part of the shower so there will be a good number of Antwon's guys friends invited, which can be a challenge to keep them entertained. Yolanda loved teddy bears and would love to incorporate that into the overall design of the shower. Her favorite colors are baby blue, ivory, and brown. They would like to have the shower close to home, Carol Stream, Illinois. The budget for the shower is \$1500 or less and their guest count is 45 people, from in and around the Chicagoland area.



# Concept/Theme

The theme of the baby shower will be teddy bear's. Colors incorporated in the shower are: baby blue, cream, brown and a hint of navy blue. To fit Antwon & Yolanda's modern/fun style there will be many things through out the event to please both (including the invites).

# Venue



Chosen Venue: Carol Stream Rec Center Fountain View



Other potential venue options not chosen: Elm Creek Apartments events room, Bolingbrook Rec Center

# Invites



Baby blue invite gate

It was very important to have teddy bears as a focal point of the overall theme and what better way to show it! The invites will have all the concept colors and themed wording.



# Design



Guest will be greeted by a simple chalk board sign outside the venue, letting them know where to go.



Baby blue table linens will be the great choice to brighten the space and represent the sex of the baby you are having.

Centerpieces will be a brown teddy bear sitting in a baby block while holding three colored balloons.

# Cake



Cake is the centerpiece of any event and what better way to complement a shower by having something light and small, like a cupcake. The top layer can be taken home to share with the entire family later.

Finger foods should be selected. Something light and small.





# Favor Table



Favors will be an assorted table of goodies for guest of all ages and genders. Little chalkboards will provide the name of each item on the table.





# Accessories/Attire



Additional items that will finish the look of the baby shower will be small chalkboard signs naming food and favor items on the tables. Mommy to be will wear a teddy bear pin. Themed drinks and jars for guest to drink out of will add the perfect touch.



# Games

Entertainment will assure each guest stays busy. Coed games is a must because both females and males will attend. Light music will be selected and played during the entire event.





# Vendors



Photography: Howard Photography



Venue: Carol Stream Rec Center Fountain View



Cupcakes: Small Cakes



# Event Planner

Baby Shower Planner		9 - 10 Weeks				5 - 8 Weeks				1 Month						3 Days	1 Day	Day Of Event
Shower Date: 11/14/2015		Months								Weeks to go								
		10		9		8	7	6	5	4	3	2	1					
Due Date:		9/7		9/14		9/21	9/28	10/5	10/12	10/19	10/26	11/2	11/7					
Tasks																		
Determine who the host are																		
Set a Budget																		
Decide where to have the party																		
Pick a date																		
Make a guest list																		
Choose a theme, if you'd like																		
Send out invitations																		
Go Shopping																		
Plan the menu																		
Line up some extra hands																		
Order the cake																		
Help with thank-you notes																		
Prepare some games																		
Follow up on RSVP stragglers																		
Put together the goody bags																		
Plan to get the gifts home																		
Assign a photographer																		
Clean up																		
Shop and cook, if needed																		
Complete the grocery shopping																		
Do a quick cleaning sweep																		
Set up the party space																		
Pick up the Cake																		
Designate someone to help the honoree																		

# Day of Timeline

2:00p - Guests arrive.

2:15p - Welcome Everyone there.

2:18p - Recognize the guest of honor (the Soon-to-be-Mommy and Daddy).

2:25p – Have guest help themselves to any snacks or appetizers and beverages you have.

3:00p - Play 2-3 baby shower games.

3:50 - Serve baby shower cake.

4:15p - Play 2 baby shower games.

4:45p - Gather everyone around to watch the expectant mother and dad open there gifts.

5:45p – Mom and Dad gives their thank you's and goodbyes, and everyone gradually begins to leave.

- As guests begin to leave, pass out your baby shower favors.
- Light old school R&B music will be played throughout the event.

# Expenses

**Cost:**

*Venue: \$200*

*Food: \$350*

*Favors: \$260*

*Photography: \$150*

*Prizes: \$60*

*Linens: \$95*

*Invites: \$100*

*Signage: \$70*

*Cake/cupcakes: \$200*

**Total: \$1,485.00**

**Budget: \$1,500**