



*Our event team will help bring your vision to life complete with every personal touch. Our primary goal is to bring your dream to life. Whether it's your child's First Birthday, Bar Mitzvah, Sweet Sixteen, Graduation Celebration, 40th anniversary, Rockin' New Year's Eve Bash or just an excuse for a good time - we've done it all. Pick a planner to go from start to finish or pick from our A La Carte Menu on just a few selected areas you need an extra hand with!*

#### A LA CARTE SERVICES MENU

*CUSTOMIZE WHAT YOU NEED: Take a look at all the different elements that go into planning and see what you would like help with! We will create the perfect package for your exact needs!*

Event Branding Brainstorm Session

Event Budgeting

Venue Sourcing

Vendor Coordination & Tracking

Event Timeline Creation & Customization

Travel & Accommodation Assistance & Booking

Event Stationary Consultation, Design & Advisement

Assemble, Event Mail & track Event invitations

Photography & Videography Vendor Assistance & Booking for Event

DJ and/or Band Vendor Assistance & Booking for Event

Event Lighting Consultation & Assistance

Event Interior Designing & Decor Consultation & Assistance

Event Decor Design & Consultation

Event Rentals Assistance, Booking & Coordination

Floral Design Consultation

Floral Designers Research, Recommendations & Contract Negotiations

Caterer Research, Recommendations & Contract Negotiations

Catering Menu Design

Entertainment & Specialty Acts Assistance & Booking for Event

Event Decor Set Up

Event Decor Breakdown

Event Day Ushering