We are now offering conference services designed to facilitate and enhance various aspects of conferences, meetings, and events.
Support of Budget Creation and Management

Timeline Creation

Vendor Recommendations

Contracting Vendors

Managing Registrations and Nametags

Event Management (Day Of)
Support of Budget Creation and Management

By effectively managing the budget throughout the event planning process, planners can ensure that resources are used efficiently, costs are kept under control, and the event is executed successfully within financial constraints.

Cost Identification | Research and Negotiation | Budget Allocation
Tracking and Monitoring
Timeline Creation

Creating an event timeline is a critical aspect of event planning that involves mapping out the sequence of activities and milestones leading up to and during the event.
Vendor recommendations in event planning involve suggesting or selecting external suppliers and service providers to fulfill various needs and requirements for an event.
Contracting Vendors

By contracting vendors, event planners ensure that the necessary goods and services are secured for the event, and that both parties understand their respective roles and responsibilities, contributing to the successful execution of the event.
Managing Registrations and Nametags

Effective management of registration and nametags ensures that attendees have a seamless experience and that event organizers have accurate records of attendance for planning future events.

Online Event Registration | Nametag Creation |
Check In Process | Nametag Distribution
Event management on the day of the event involves overseeing all operational aspects to ensure the event runs smoothly and successfully.
# Rentals

Our rental packages include everything you would need for your event.

### Tables:
- (10) 60" Rounds
- (10) 36" X 42" High Cocktail Tables

### Linens:
- (300) Standard Linen Napkins in Black
- (30) 120" Table Linens in Black and White

### Tableware:
- (100) Plates
- (100) Mugs
- (100) Glasses
- (100) Cutlery
CONTACT US

Should you want to contract our services, please fill out the form on our website, and a member of our team will be in touch.