

PURPLE  
MOON  
EVENTS



*Wedding & Event Planners*

*Private Parties & Corporate Events*

# Event Planning Services

Purple Moon Events is a premiere special event planning company serving a diverse clientèle. Our firm offers a variety of entertaining and event planning seminars for those who want to achieve the ultimate in style when planning their own event. We provide expert advice on weddings, private celebrations and corporate events. We work hard to not only meet but exceed our clients' expectations, applying meticulous detail and careful attention to the planning and execution process. At Purple Moon Events, we love what we do and we would love to share the experience with you. Here, your event is **the** event.

## *Services included:*

- Initial planning session to thoroughly discuss event goals, design, theme and budget
- Customized block of consultation hours
- Unlimited access via telephone/e-mail
- Weekly updates via e-mail/telephone
- Location sourcing and selection
- Vendor sourcing, negotiating and contracting
- Full theme and design planning
- Menu consultation and design
- Travel, lodging and transportation logistics
- Guest accommodations
- VIP guest management
- Event day orchestration and direction staffed with 2-5 consultants

## *Private Events*

Milestone Birthday Parties

Quinceañeras/ Sweet Sixteens

Retirement Parties

Bar/Bat Mitzvahs

First Communions/Confirmations

Showers

Anniversaries

Dinner parties

# *Corporate & Non-Profit Events*

Fund raisers  
Election night parties  
Initial Public Offerings (IPO's)  
Holiday Parties  
Launch Parties  
Offsite Retreats  
Meetings  
Gallery Openings  
Literary/Entertainment/Art Premieres  
Cast Parties  
Awards Ceremonies  
Restaurant Club Openings

# *Purple Moon Events*



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