THE EVENT ROOM

PLAN · RENT · DESIGN · CELEBRATE

Simply FOREVER PACKAGE

MICROWEDDINGS AND ELOPEMENTS
3 – 25 GUESTS



STARTING AT
$800

Intimate Moments. Timeless Memories.

Perfect for micro weddings, elopements, and intimate celebrations. Our Simply Forever Package provides thoughtful planning, creative design, and hands-on event support to bring your vision to life, so you can focus on what matters most — celebrating your love surrounded by your closest family and friends.

WHAT'S INCLUDED

- 2 planning consultations (up to 1 hour each)
- Up to 4 planning meetings or check-ins
- Theme and color palette development
- Digital inspiration board
- Personalized event design concept
- Venue research and comparison assistance (up to 3 options)
- Décor and rental recommendations
- Vendor recommendations
- Detailed event layout and floor plan
- Guest seating and activity zone planning
- Event program and activity timeline
- Comprehensive master event timeline
- Setup and breakdown included
- Final pre-event planning meeting



ADD-ON SERVICES

Additional Planning Meeting — $50/each
For additional planning support beyond the meetings included in your package.

Vendor Management & Coordination — $175 (Up to 4 vendors)
Communication with up to 4 client-selected vendors, confirmation of service details, delivery/arrival scheduling, and coordination of their responsibilities before the event.

Additional Vendor Coordination — $50/vendor
For each additional vendor beyond the initial four.

IMPORTANT INFORMATION

Rental Delivery & Setup
Rental items provided by The Event Room are not included and are subject to our established rental delivery and setup fees. Complex installations, balloon garland construction, furniture assembly, and post-event breakdown may require an additional quote.

Vendor Management
Access to our Preferred Vendor List and vendor recommendations is included. Active vendor management and coordination, including communicating with vendors, confirming service details, and coordinating arrival schedules, is available for an additional fee.

Event-Day Coordination
This package includes on-site setup oversight. This time is intended for reviewing event readiness, checking the setup against the event plan, and addressing last-minute planning details. It does not include full event-day management, continuous vendor supervision, or additional event staffing. Extended event-day coordination may be added for an additional fee.

Planning Consultations & Meetings
The package includes two planning consultations (up to one hour each) and up to four planning meetings or check-ins. Meetings may be conducted virtually, by phone, or in person when agreed upon and subject to scheduling availability.

LIFELONG MEMORIES START WITH US.

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THE EVENT ROOM

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Intimate I DO

SMALL WEDDING PACKAGE

SMALL WEDDINGS
26 – 75 GUESTS



STARTING AT
$1,800

Meaningful Details. Unforgettable Moments.

Perfect for couples planning a small, intimate wedding with their closest family and friends. Our Intimate I Do Package provides thoughtful planning, creative design, and hands-on event support to bring your vision to life, so you can enjoy a beautiful, seamless celebration without the stress.

WHAT'S INCLUDED

- 2 planning consultations (up to 1 hour each)
- Up to 4 planning meetings or check-ins
- Theme and color palette development
- Digital inspiration board
- Personalized event design concept
- Venue research and comparison assistance (up to 3 options)
- Décor and rental recommendations
- Vendor recommendations
- Detailed event layout and floor plan
- Guest seating and activity zone planning
- Event program and activity timeline
- Comprehensive master event timeline
- Setup and breakdown included
- On-site setup oversight
- Final pre-event planning meeting

ADD-ON SERVICES

Additional Planning Meeting — $50/each
For additional planning support beyond the meetings included in your package.

Vendor Management & Coordination — $175 Up to 4 vendors
Communication with up to 4 client-selected vendors, confirmation of service details, delivery/arrival scheduling, and coordination of their responsibilities before the event.

Additional Vendor Coordination — $50/vendor
For each additional vendor beyond the initial four.

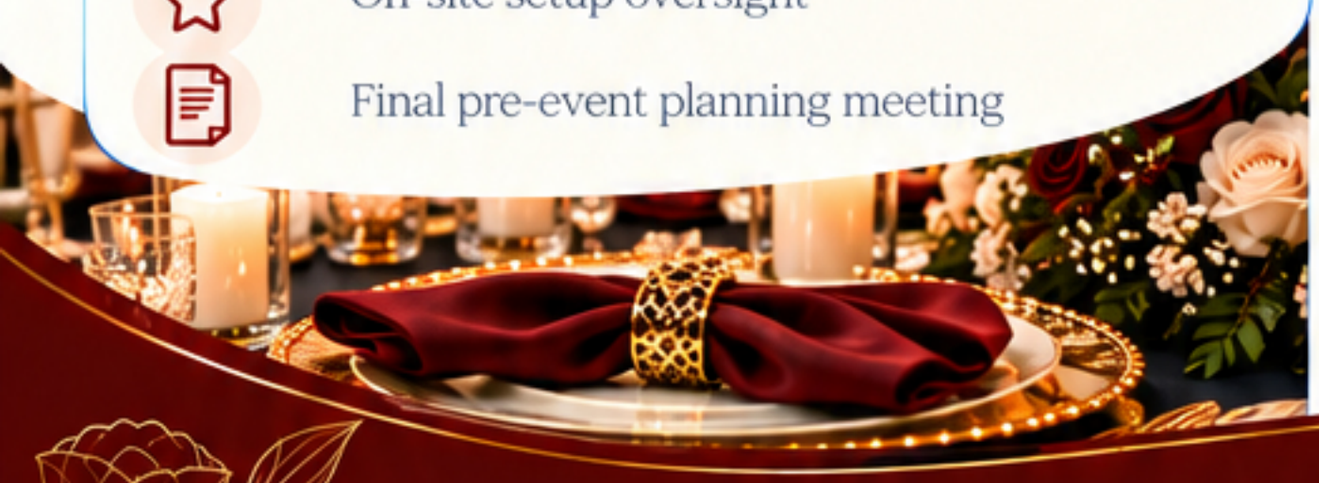
IMPORTANT INFORMATION

Rental Delivery & Setup
Rental items provided by The Event Room are not included and are subject to our established rental delivery and setup fees. Complex installations, balloon garland construction, furniture assembly, and post-event breakdown may require an additional quote.

Vendor Management
Access to our Preferred Vendor List and vendor recommendations is included. Active vendor management and coordination, including communicating with vendors, confirming service details, and coordinating arrival schedules, is available for an additional fee.

Event-Day Coordination
This package includes on-site setup oversight. This time is intended for reviewing event readiness, checking the setup against the event plan, and addressing last-minute planning details. It does not include full event-day management, continuous vendor supervision, or additional event staffing. Extended event-day coordination may be added for an additional fee.

Planning Consultations & Meetings
The package includes two planning consultations (up to one hour each) and up to four planning meetings or check-ins. Meetings may be conducted virtually, by phone, or in person when agreed upon and subject to scheduling availability.



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THE

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Ever After PACKAGE

WEDDINGS

75 - 125 GUESTS



STARTING AT

$2,500

Thoughtful Details. Beautifully Planned.

Perfect for couples planning their wedding with their closest family and friends. Our Ever After Package provides thoughtful planning, creative design, and hands-on event support to bring your vision to life, so you can enjoy a beautiful, seamless celebration without the stress.

WHAT'S INCLUDED

- 3 planning consultations (up to 1 hour each)
- Up to 4 planning meetings or check-ins
- Theme and color palette development
- Digital inspiration board
- Personalized event design concept
- Venue research and comparison assistance (up to 3 options)
- Décor and rental recommendations
- Vendor recommendations
- Detailed event layout and floor plan
- Guest seating and activity zone planning
- Event program and activity timeline
- Comprehensive master event timeline
- Setup and breakdown included
- On-site setup oversight
- Final pre-event planning meeting



ADD-ON SERVICES

Additional Planning Meeting — $50/each
For additional planning support beyond the meetings included in your package.

Vendor Management & Coordination — $175 Up to 4 vendors
Communication with up to 4 client-selected vendors, confirmation of services details, delivery/arrival scheduling, and coordination of their responsibilities before the event.

Additional Vendor Coordination — $50/vendor
For each additional vendor beyond the initial four.

IMPORTANT INFORMATION

Rental Delivery & Setup
Rental items provided by The Event Room are not included and are subject to our established rental delivery and setup fees. Complex installations, balloon garland construction, furniture assembly, and post-event breakdown may require an additional quote.

Vendor Management
Access to our Preferred Vendor List and vendor recommendations is included. Active vendor management and coordination, including communicating with vendors, confirming service details, and coordinating arrival schedules, is available for an additional fee.

Event-Day Coordination
This package includes on-site setup oversight. This time is intended for reviewing event readiness, checking the setup against the event plan, and addressing last-minute planning details. It does not include full event-day management, continuous vendor supervision, or additional event staffing. Extended event-day coordination may be added for an additional fee.

Planning Consultations & Meetings
The package includes three planning consultations (up to one hour each) and up to four planning meetings or check-ins. Meetings may be conducted virtually, by phone, or in person when agreed upon and subject to scheduling availability.

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Grand WEDDING PACKAGE

125 - 200 GUESTS



STARTING AT **$3,500**

Thoughtful Details Beautifully Planned

Perfect for couples planning a larger wedding celebration. Our Grand Wedding Package provides comprehensive planning, creative design, and hands-on event support to bring your vision to life, so you can enjoy a beautiful, seamless celebration with all of the people who matter most.

WHAT'S INCLUDED

- 3 planning consultations (up to 1 hour each)
- Up to 4 planning meetings or check-ins
- Theme and color palette development
- Digital inspiration board
- Personalized event design concept
- Venue research and comparison assistance (up to 3 options)
- Décor and rental recommendations
- Vendor recommendations
- Vendor quote comparison assistance (up to 6 vendors)
- Guest seating and activity zone planning
- Event program and activity timeline
- Comprehensive master event timeline
- Setup and breakdown coordination
- On-site setup oversight
- Final pre-event planning meeting



ADD-ON SERVICES

Additional Planning Meeting — $50/each
For additional planning support beyond the meetings included in your package.

Vendor Management & Coordination — $175 (Up to 6 vendors)
Communication with up to 4 client-selected vendors, confirmation of service details, delivery/arrival scheduling, and coordination of their responsibilites before the event.

Additional Vendor Coordination — $50/vendor
For each additional vendor beyond the initial six.

IMPORTANT INFORMATION

Rental Delivery & Setup
Rental items provided by The Event Room are not included and are subject to our established rental delivery and setup fees. Complex installations, balloon garland construction, furniture assembly, and post-event breakdown may require an additional quote.

Vendor Management
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Event-Day Coordination
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Planning Consultations & Meetings
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