THE

EVENT ROOM

PLAN · RENT · DESIGN · CELEBRATE

Just the ♥ TWO OF US

PACKAGE

INTIMATE PROPOSAL
2 – 6 PEOPLE



STARTING AT

$500

A Private Moment. A Lifetime to Come.

Perfect for couples planning an intimate proposal. Our Just the Two of Us 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 — saying yes in a beautifully meaningful and unforgettable way.

WHAT'S INCLUDED

- 2 planning consultations (up to 1 hour each)
- Up to 3 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
- Event timeline and proposal flow
- 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 three 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. ♥

THEEVENTROOMHSV.COM

THE

EVENT ROOM

PLAN · RENT · DESIGN · CELEBRATE

Surrounded BY LOVE

PACKAGE

FAMILY & FRIENDS PROPOSAL · 7 – 30 PEOPLE



STARTING AT

$1,000

Meaningful Gatherings. Beautifully Planned.

Perfect for birthdays, baby showers, bridal showers, rehearsal dinners, engagement celebrations, anniversaries, and other special occasions. Our Surrounded by Love Package offers thoughtful planning, creative design, and hands-on event support to help you create a beautiful and stress-free celebration with the people who mean the most.

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
- Comprehensive event design concept
- Venue research and comparison assistance (up to 3 options)
- Detailed event layout and floor plan
- Décor and rental recommendations
- Access to The Event Room's Preferred Vendor List
- Vendor quote comparison assistance (up to 4 vendors)
- 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

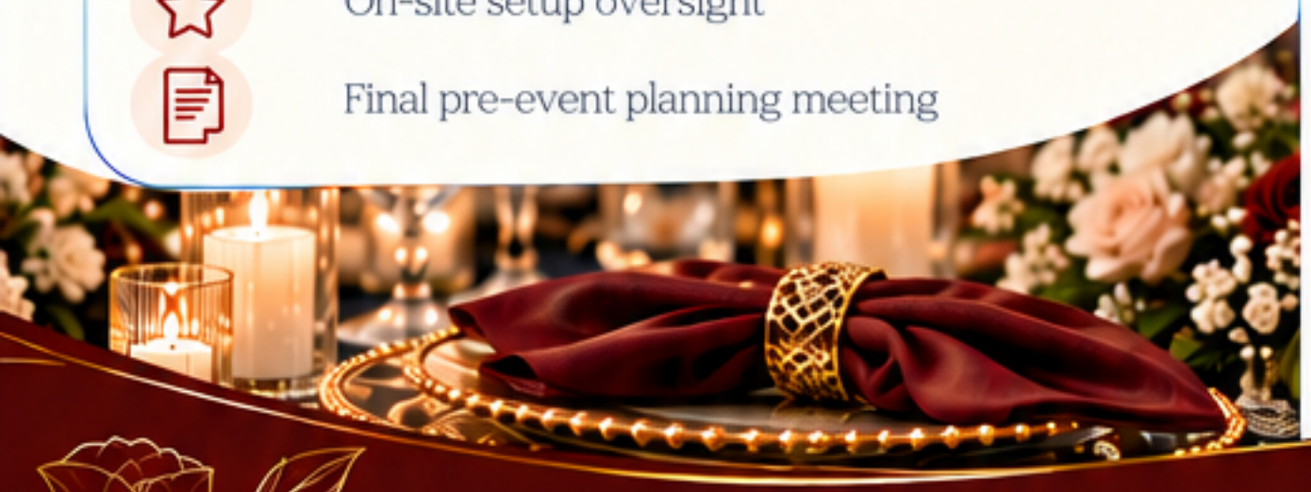
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Planning Consultations & Meetings
The package includes two planning consultations (up to one hour each) and up to four planning meetings or check-ins. Meetings may be conducted virtually, by phone, or in person when agreed upon and subject to scheduling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

Planning Scope & Additional Services
The package covers planning and design services for one event at one primary location. Venue fees, catering, entertainment, photography, florals, rentals, custom products, additional staffing, and other third-party expenses are not included unless specifically stated in the client's proposal.



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