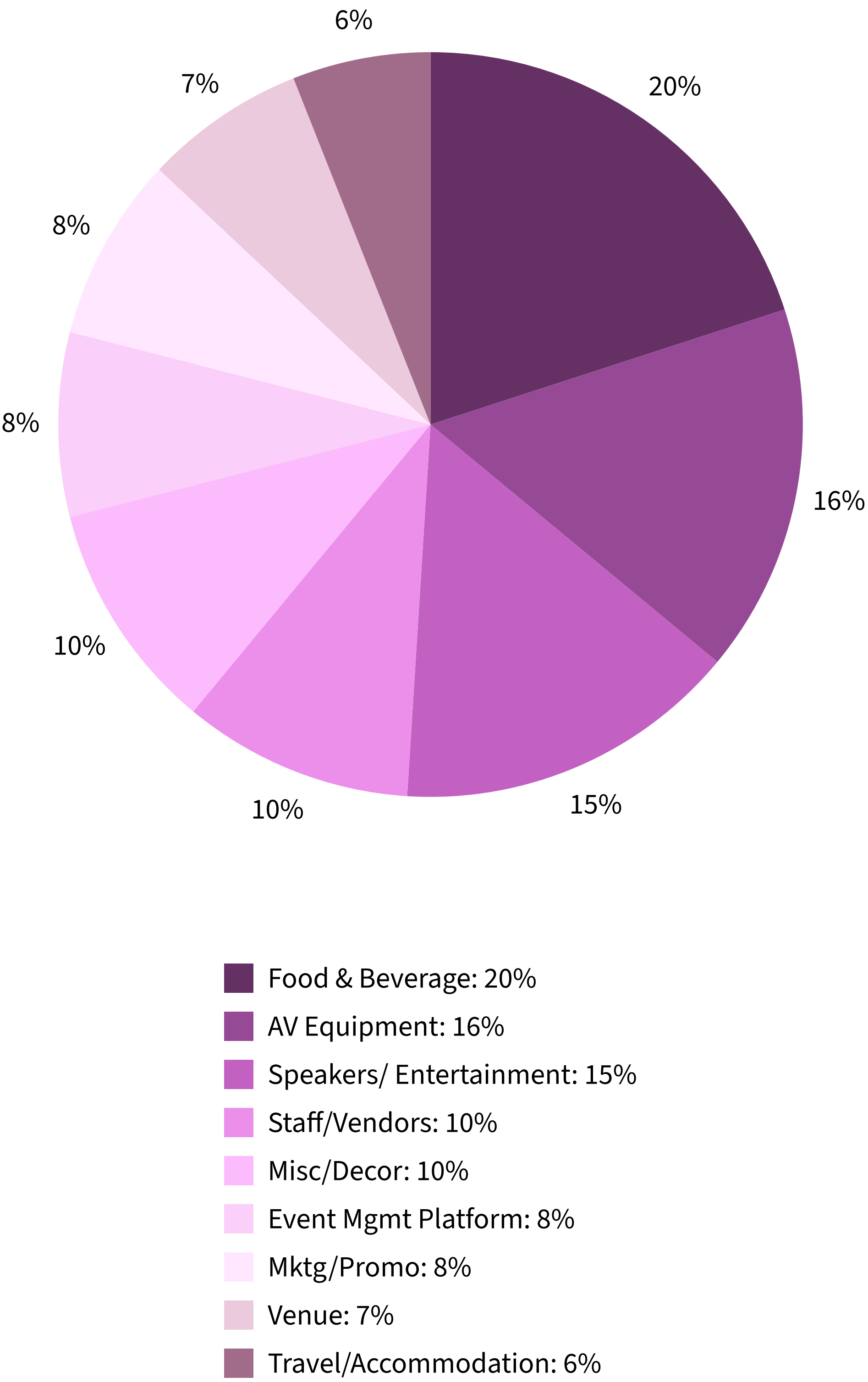


Corporate events offer numerous benefits, from enhancing brand visibility and strengthening client relationships to fostering team collaboration and driving new business opportunities. By carefully managing resources, we ensure clients receive the highest quality event experiences while staying within budget, creating successful outcomes for everyone involved.

Appropriate Budget Breakdown

Understanding how to allocate your budget is the first step in managing corporate event costs effectively. Here’s a recommended breakdown:



Additional Tips for Cost Management

- Set Clear Objectives/KPIs:** Know what you want to achieve from each event. This helps in prioritizing expenses that directly contribute to your goals.
- Track Expenses:** Maintain a detailed record of all expenses. This will help you analyze your spending patterns and identify areas where you can cut costs.
- Post-Event Evaluation:** After each event, review your budget and actual expenses. Evaluate the ROI to make informed decisions for future events.
- Strategic planning and smart execution** will enable you to manage event costs. By following the suggested budget breakdown and implementing cost-saving strategies, you can make the most off the event. Remember, the key to success lies in meticulous planning, continuous monitoring, and post-event evaluation. This ensures that every dollar spent contributes to achieving your business objectives, ultimately driving growth and success.

Types of Events Supported

Events supported include (but is not limited to):

- Investor meetings
- Board meetings
- Sales meetings
- Shareholder meetings
- Corporate outings
- Client/Customer appreciation

Project Management

15% or quoted flat amount based on scope of work.

Timeline Planning

A well-defined timeline outlines critical milestones such as booking vendors, finalizing logistics, rehearsals, and day-of execution, reducing the risk of last-minute issues. Additionally, it provides clarity to the client, enabling them to understand the progress and feel confident that the event will be delivered on time and within budget.

Run of Show

This detailed schedule outlines the flow and timing of activities on the day of an event. It includes a breakdown of all segments, such as presentations, speaker transitions, audiovisual cues, and breaks, ensuring that every moment is accounted for and coordinated smoothly. For event organizers and participants, the Run of Show acts as a roadmap, ensuring everyone knows what’s happening, when, and who’s responsible, which helps the event run efficiently and on time.