

# PRECISE



**Project Managers    Social Media Promotions**

**Advertising**

**Event Planners**

“We do the work and you get the credit!”

804-683-4452

## THE PRECISE TEAM-EVENT PLANNERS- FACT SHEET

CONTACT PERSONS NAME:

ADDRESS:

CELL NUMBER:

NAME OF ORGANIZATION:

BUSINESS NUMBER:

E-MAIL:

NAME OF EVENT and THEME:

ADDRESS OF EVENT:

DATE AND TIME:

NUMBER OF GUEST AND TICKET COST:

WEB SITES/LINKS:

DINNER SHOWS CONCEPT: (Yes or No)

Location:

Caterer:

How many people:

Ticket Cost:

Do you need any of these services? (circle or highlight your choice)

Event Planners    Decorations    Hostesses    DJ    Band    Limousine Services

Will you need advertisement and promotions for your event? (circle or highlight your choice)

Media Blast    Press Release    Flyers    Social Media Promotions

Signature and Date:

DESCRIBE YOUR UPCOMING EVENTS (please add any attachments)