

Corporate Events

Event Design, Planning, & Coordination

About

Let Leo Moon Events take the reins on any occasion.

We'll take the stress out of throwing the get-together you dream about with our event design, planning, and coordination services.

Types of Corporate Events

- Holiday Parties
- Fundraisers
- Family Days
- Galas
- Teambuilding Events
- Retreats
- Company Anniversaries
- Retirement Parties
- Volunteer Events
- Picnics
- Conferences
- Meetings

Services

Design	<ul style="list-style-type: none">• 1 hour design consultation• custom mood board• tablescape design• coordination of décor and furniture rental• space planning and diagrams	\$500+
Planning & Coordination	<ul style="list-style-type: none">• face-to-face planning sessions• venue/vendor recommendations & contracting (\$500 min.)• comprehensive timeline• venue & vendor point-of-contact• customized time onsite• set-up & tear-down of all planned décor• cue timing of events	\$50/hour

Leo Moon Events

Get to know us...

leomoonevents.com