

GATHER  

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EVENTS

*Los Angeles*

*Service Offerings*

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## *You are our inspiration!*

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We see beauty and inspiration all around us. Working with our clients is such an incredible gift and the relationships that we build provide us with endless motivation to create and innovate! As event designers, our greatest joy lies in celebrating your stories, your passions, your cultural backgrounds and the qualities that define and set you apart. We believe that bringing people together to share in moments that create life-long memories and strengthen community is what this process is all about!

## *Let us take care of the details!*

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From month-of-coordination to full-service event design and planning, we offer a variety of services tailored to best support you and your event vision. Whether you need a logistics aficionado to come in and take the reins leading up to the big day or you want an experienced pro by your side every step of the way, we are committed to creating the collaborative experience that's right for you. We will handle every little detail to ensure that you and your guests truly enjoy your best day ever!



# Hey there!

We are Laura and Natasha, co-owners of GATHER Events in Southern California, and your go-to gals to help you plan the perfect event! Our job is our passion and we often find ourselves staying up late at night engrossed in design development and witty banter. We feel deep gratitude to work within a community of creative professionals who celebrate originality. Planning and designing in this environment allows us to be at the forefront of innovative design and always pushes us to create something fresh, inspiring, and never before seen with our wonderful clients!

One of our greatest strengths is our partnership. As a creative duo we have diverse interests and an extremely collaborative design process- we also spend a substantial amount of time together outside of work because we are best friends and just can't get enough of each other! We have found that we each bring unique perspectives and skills to the team, and through encouraging each other's best qualities, we continue to grow stronger and more creative together.

We are proud to lead the GATHER Events flagship team and feel inspired by the many projects that the future holds. We hope that one of those projects is yours!

XO,

*Natasha + Laura*

The Gather Girls



## Month-of Coordination



STARTING AT: **\$3,750**

Our Month-of Package let's you dream up and plan all of your wonderful event details with the added peace of mind that you'll be able to hand all of your careful planning off 30 days prior to your big day. This allows you to fully enjoy the last few weeks of engagement and to truly be present on your best day ever!

- ▶ Kick-off get to know you meeting and review of professional planning software
- ▶ Planning resources, preferred vendor guide, best practices
- ▶ Review of customized account on professional planning software
- ▶ Creation of custom planning checklist and event day timeline
- ▶ 4-6 week out download meeting (at contracted venue) to review all event plans
- ▶ Finalize all event day timelines, floor plans, etc.
- ▶ Review all contracts for accuracy and efficiency
- ▶ Communication + confirmation of details with all vendors from 30 day point
- ▶ Co-direct rehearsal alongside your officiant
- ▶ Event day set-up, coordination and strike (lead planner + 1 assistant)
- ▶ Post event follow-up with vendors and venue

## Month-of Coordination + Design



STARTING AT: **\$6,250**

Creating innovative and fresh designs is our jam! Drawing inspiration from you, we will build a design concept, source and produce decor, and vet the vendors who will help us knock it out of the park. Full Month-of Coordination as detailed above..

- ▶ Comprehensive get-to know you interview covering all aspects of the event details
- ▶ Review of customized account on professional planning software
- ▶ Site visit to talk through layout/design/decor
- ▶ Up to 3 meetings to cover design inspiration, development and final tablescape preview
- ▶ Creation of complete design concept including theme, color palette, layout etc.
- ▶ Digital mockup of entire design concept, tablescapes, focal pieces etc.
- ▶ Research, booking and communication with all design oriented vendors (including florist, rentals, specialty lighting, paper goods etc.)
- ▶ Sourcing, procurement and production of all client approved decor items
- ▶ Management of all event rentals and decor pieces
- ▶ Set-up, styling and strike of all decorative items

## Partial Planning + Design



STARTING AT: **\$6,750**

You've got a solid vision for your big day, but you've realized this event planning business is a full time job! We'll help you lay the ground work for your event day plans and designs and ensure that you're set up for success. Come 30 days prior to event day, we'll step back in and take over all of your planning duties so that you can sit back and enjoy!

- ▶ Comprehensive get-to know you interview covering all aspects of the event details
- ▶ Review of customized account on professional planning software
- ▶ Planning resources, custom vendor recommendations, best practices
- ▶ Creation of custom planning checklist, event day timeline, and comprehensive budget allocation plan
- ▶ Venue walkthrough and recommendations for logistics and layout development
- ▶ Creation and management of event rental orders
- ▶ Creation of complete design concept including theme, color palette, layout etc.
- ▶ Custom design program including detailed decor list to hand off to client
- ▶ Tablescape mock-up meeting
- ▶ All Month-of Coordination services included at the 30 day out point

## Full Service Planning + Design



STARTING AT: **\$10,750**

Full-service planning and design provides you with the highest level of personalized support from the moment we meet through your event day. GATHER will serve as your advocate through every aspect of the planning process and work with you to develop your vision into a cohesive design that runs throughout every detail of your event!

- ▶ Comprehensive get-to know you interview covering all aspects of the event details
- ▶ Review of customized account on professional planning software
- ▶ Unlimited communication between GATHER and client
- ▶ Attendance at all necessary vendor meetings (florist, tastings, rental, walkthroughs)
- ▶ Creation and management of custom planning checklist, event day timeline, and comprehensive budget allocation plan
- ▶ Full vendor research, recommendations, booking and management
- ▶ Custom design program including detailed decor list
- ▶ Regular check-in emails/meetings to ensure timely completion of tasks
- ▶ Co-direct rehearsal alongside your officiant
- ▶ Event day set-up, coordination and strike (lead planner + 1 assistant)
- ▶ Post event follow-up with vendors and venue

## A' la Carte Options



### CUSTOM PRICING

We know that every event is different and we want to make sure that you feel fully supported throughout the planning process! Our number one goal is to have you truly enjoy the planning and design process leading up to your best day ever. Sometimes creating the right service offering requires a little additional assistance here and there. throughout! Below are a few a'la carte options that may be beneficial to you.

- ▶ Hourly consulting sessions (2 hour minimum) - \$150
- ▶ Peripheral event planning (rehearsal dinner, day-after brunch, etc.) - discounted when booked along with your event day service proposal
- ▶ Venue scouting and selection - \$1500 per city

## Stationery Studio



### STARTING AT: \$10/suite

We are all about setting the tone for your special day through beautiful paper! Invitations are the first sneak peek into your event day that your guests are treated to and in our stationery studio, we create custom one-of-a-kind pieces that are a reflection of you. We work hand in hand with you to translate your personal style, voice and aesthetic onto paper. Whether you love the feeling of a thick, cotton stock, the pop of hot press foiling, the luxe nature of a gorgeous letterpress or emboss, we get it. We are paper geeks and we love to see you totally gaga over our obsession too! Invitation suites, day-of paper goods, signage, calligraphy and more - our creative brains just can't get enough!

- ▶ Paper goods design inspiration
- ▶ 3 rounds of digital mock-ups and revisions
- ▶ State-of-the-art printing, pressing, laser engraving, you name it!
- ▶ Custom calligraphy
- ▶ Custom stamp curation
- ▶ Invitation assembly and mailing

WE WOULD BE HONORED TO DREAM WITH YOU...



XO,  
The Gather Girls