

**SPECIAL EVENT ENTERTAINMENT SERVICES**

10932 Nord Ave S. Bloomington, MN 55437

612 – 388-9825

**PRELIMINARY EVENT INFORMATION SHEET**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **EVENT DATE**: | | **START TIME**: | | | **END TIME**: | |
| **EVENT BUDGET**: | | | **VENUE**: | | | |
| **NUMBER OF GUESTS**: | | | **AGE RANGE OF GUESTS**: | | | |
| **Corporate**  Lecture  Meeting  Social Gathering  **Wedding**  Groom’s Dinner  Ceremony  Reception | | | **Social Gathering**  Anniversary  Baby Shower  Birthday  Family Reunion  Graduation  Retirement  Other | |

**SERVICES:** Describe services needed below; Decorating, Catering, etc.

Limited Planning Services

Full Service Planning

**ENTERTAINMENT**: Describe type of entertainment needed below, if applicable

|  |  |
| --- | --- |
| **POINT OF CONTACT**: | **PHONE**: |

A QUOTE WILL BE PROVIDED UPON RECEIPT - THANK YOU!