

Thank you for taking the time to find out more about the event solutions offered by Virtuous Affairs. A few examples of the types of events we produce are:

- Artist Showcases
- Book Signings
- Corporate Events
- Team Building Events
- Retreats
- Fundraisers
- Grand Opening Mixers
- Retirement Receptions
- Fundraisers
- Destination Celebrations
- Anniversary Parties
- Birthday Parties
- Religious/Charitable Events
- Proms
- Class Reunions
- Family Reunions
- Weddings
- Custom Designed Events

Send us an email at [info@virtuousaffairs.com](mailto:info@virtuousaffairs.com) or call us at (770) 354-3572 so we can start developing your event solution today!



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*Event Solutions*

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*Solutions for your event.  
Solutions for your business.  
Solutions for your LIFE.*

## Solutions for your EVENT.

Take a look at each one of our packages to find out a little more about how we can help you with your event needs.

### *"The Virtuous Consultation"*

This is an essential package for the client who wants to keep full control of planning the event, but does not want to get swamped with anxiety as a result of things such as unorganization, event scope creep, or budget control issues. This 2-hour session will give you invaluable information and tools to assist you in keeping it all together for the big day. You will receive templates that will help you organize your budget, RSVP list, vendor data, and other essential factors associated with your event. Although this package requires full payment in advance, if you decide to purchase another package in addition to *The Virtuous Consultation*, your payment will be applied to the cost of that package.

### *"The Virtuous Day"*

This package is great for the client that needs assistance from Virtuous Affairs on the day of the event only. Prior to your event, we will meet with you once to go over all of the details associated with your event. We will contact and coordinate all of your vendors prior to the event. If there is a rehearsal being held prior to the event, we will direct it. If assistance is provided with vendor selection, graphic design work, or completion of other tasks that are not included in this package, an additional service fee will be charged accordingly.

### *"Virtuous Touch"*

Do you have most of the planning of your event under control, but need someone else to decorate or complete your graphic design work? Then you need the *Virtuous Touch!* This package is for the client that has most of the planning for their event under control, but still needs assistance in a few areas. Please see our *Individual Services* list within this brochure to review the selection of services that can be included in this package.

### *"The Virtuous Affair"* *Signature Package*

Are you responsible for planning a big event but you don't have the time or interest? Do you just want to show up, take all the credit, have a great time, and leave without worrying about all of the meticulous details? If so, it sounds like you need our staff to create a *Virtuous Affair!* *The Virtuous Affair* is our signature full service package. If you select this package, we take care of everything – the only thing required of you is to have a great time!

## INDIVIDUAL SERVICES

Do you just need our help for a few services? Below is a list of our "a la carte" services. You may select any number of services from this list to build a *Virtuous Touch* package.

### Event Services:

- Event Decor
- Theme Design and Development
- Party Favors
- Budget Creation
- Promotional Products
- RSVP Management
- Timeline Development
- Vendor Scouting and Selection

### Graphic Design Services:

- Award Certificates
- Invitations
- Menu cards
- Place cards
- E-promotions
  - E-mail blasts
  - E-flyers
  - E-shows
- Event Flyers
- Event Programs
- Photo Montage Videos
- Presentations
- Save the Date Cards
- Souvenir Booklets

CONTACT US FOR PRICING DETAILS

(770) 354-3572

[info@virtuousaffairs.com](mailto:info@virtuousaffairs.com)