



The Elements

EVENT EXPERIENCE

Using earth as the grounding force, fire to spark deep passions, wind to stir up new ideas, and water for purifying intentions, this theme is perfect for company events where the goal is to motivate and inspire their teams! This theme also works great for leadership conventions and environmental fundraisers. Take your guests on a tour of the elements to explore the magnificent power of imagination and creativity.

COLORS & TEXTURES

This event will use natural tones to include the colors in fire, water, the earth or stone. Textures to use would be stone, grass, natural hard surfaces, and wood.



This theme package encompasses all aspects of life and is sure to bring about a waterfall of earthly pleasures for your clients and their guests! Using earth as the grounding force, fire to spark deep passions, wind to stir up new ideas and water for purifying intentions, this theme is perfect for company events where the goal is to motivate and inspire their teams!





The Elements

SETTING THE MOOD

INVITATION IDEAS

These invitation ideas could be created by your preferred local advertising or marketing company. If you really have it in you, you could also make them yourself.

- Create your invitation on a rock and send out in a box
- Write the invite on a piece of slate
- Place the invite on a water bottle label
- Use pictures of the four elements on the front of your invitation
- Send a stone that has an oil lamp in it

ENTRYWAY

Have living vines set up at the entryway as guests arrive. They will capture guests' attention as they move around with grace and elegance.

PRE-FUNCTION AREA

Offer your guests champagne by models dressed in dresses that coincide with each element. For example: a fiery red dress, or ocean blue dress, a dress in the look of stone and a windswept dress.

MAIN ROOM

Use lighting in the main hall entry to help represent the four different elements.

For table linens, use textured options to help represent the elements. Use chiavari chairs with ties that fit with each element as well. Use this room as the main reception location and set for a full dinner with the previous setup or set for a cocktail reception, leaving the chiavaris out. If doing a cocktail reception, place food stations around





The Elements

DETAILS AND ACCENTS

the outside of the room. Get creative with centerpieces and use them to represent each element.

Food stations in this area might consist of mini steak kabobs, smoked salmon with capers, red onions and toasts served on a water tray. Tuna lollipops on an earthy tray, bacon wrapped figs with blue cheese and walnuts on a tray with black river rock presentation. Have the models from the pre-function area serve hors d'oeuvres to guests. Serve passed wine and champagne.

STAGE AREA

Your staging area might consist of a video wall background with the elements playing across it. Your event messaging hovers over the lapping flames, floats effortlessly above the swelling waves, tosses about in the wind and plants roots firmly in the earth. Using the video wall allows for elegant and moving video replication of

your theme and your message.

Add a large boulder and greenery on the corner of the stage to warm it up and tie it into your background.

DÉCOR

The Water Element: I suggest the color theme for this area be blue and white as water is seemly one of nature's most dynamic elements. Its ability to change from water to either ice or fog and back to its original state presents us with many possibilities for decoration of this element. As guests enter into this room, have them walk through a cloud of frozen fog that drops low to the ground (facility approval)... not to be obtrusive, but alluring. The primary entertainment for this area will be Alizma, the triplets from Poland that play violins. Although they will be stationed in the water area, they can roam around the entire event.





The Elements

DETAILS AND ACCENTS

Have this area feature large scale ice sculptures, a food station that corresponds with water, such as seafood in a large ice bowl. Blue lighting will encompass the room and high top tables with bar stools will allow for conversation. Wrap cocktail tables in blue liquid, water-like linens. The signature drink for this area will be Bombay Sapphire martini and may be served at ice bars displaying the company logo.

The Fire Element: This area should be located outside and will feature cocktail tables and bar height chairs with fire features as center pieces (real encased flames with facility approval). If inside, create the look and feel by using faux flames. Warm, black over-stuffed furniture will provide a great place to linger over a cigar rolled by Rocky Patel's favorite cigar roller from Honduras. Talent for this area could

be a cigar aficionado to hand out cigar commemorative sampler box along with a cutter.

Have cigar girls that will join the group to discuss all the finer elements of cigars and the VIPs that enjoy them. Play music in this area that features soft background music of a brass trio. The food sampler specialty for this area could be carved beef tenderloin, lamb chop in martini glass with potato puree and pommes frites served in a cone with dipping sauce. A decadent s'mores station with homemade graham crackers, marshmallows and dark chocolate could also be made available. This is a fun, interactive station and great next to the fire. The feature drinks for this area....Cognac and Black Russians.





The Elements

DETAILS AND ACCENTS

The Earth Element: Focal attributes of this room will be wood, rock, flora and fauna. This will be a jungle themed space adorned with lush greenery. In this area, lounge furniture consisting of beige and browns should be placed strategically around the room. Cocktail tables draped with camel crush linen will help convey an earthly effect. A few lions and gorillas may be placed in and around the flora to create the look of the wilderness. Have a butterfly release in this area to accentuate the theme and bring the room to life. Food suggestions for this area are a beef, lamb and an asparagus station (great in the spring!)

For example, the asparagus station might feature prosciutto wrapped with lemon aioli, asparagus, penne & cashew salad, creamy asparagus risotto with chicken, asparagus stir-fry with beef, asparagus chilled & served with herb dip, pastry wrapped asparagus, asparagus soup shots, asparagus & goat cheese tart. A drink

suggestion might be a single malt scotch featuring Johnny Walker Blue.

Last but not least, the entertainment for this area could be the Rock man and the Living Vines. The Rock sits completely camouflaged among his igneous dwelling and slowly morphs from rock to man. Bringing in the vines from the front of the building will create a mesmerizing performance in this very earthy area. The soft sounds of piano and guitar music featuring Solo Pianist and a female guitar player will be the musical performers.

The Wind Element: In order to generate the wind/air element use a pan flute to recreate a soft sound of wind on a breezy day. Place air blowers in strategic locations to give a light breeze and blow some elemental décor around a bit to signify wind. For example, a thin panel of soft drape between pillars will sway as the breeze gently blows the drape while





The Elements

DETAILS AND ACCENTS

wind spinners hang in the air and melodically play in the wind.

Furniture for this area will consist of white leather groupings and clear acrylic cocktail tables with lighting in blues and greens. Food pairings and cocktails may be a Salty Dog, Walker Tea and the Millionaire Margarita. Think light and airy dessert food for this area. Marshmallow kabobs, Angel Food cake, macaroons and cream puffs.

Lighting that depicts clouds will be cast around the room to lower the ceiling.

CENTERPIECES

There are a several options for centerpieces: each area will have its own elements or combine the elements in the main room or center of the room to bring them all together.

Use these table centerpieces (outlined per area)

Water:

Individual ice sculptures
Glass cylinders with water and floating candles in three sizes

Teal or blue water beads in vase
Mirrored centerpieces

Fire:

Small faux fires
Small fire pits
Light the Earth stone candles
Actual table top flames

Stone:

River Stone vases
Light the Earth stones with oil lamps
Grass table center pieces

Wind:

Battery powered pinwheels to seem as if the wind is blowing amongst them
Using a battery operated fan, disguise it within a square wooden planter. Add very light ribbons to it that will blow during the event.

DINNER SET UP

If this is a sit down dinner, you can control your seating arrangements by seating people in the element they are assigned to:

For Fire, the linens would be a



The Elements

shimmer red or an orange with gold chargers. Stick with white or red napkins.

For Water, of course we are thinking a beautiful blue linen search for the blue that works best for your event. A clear charger will be just perfect for this theme.

For Earth, go with a grass linen, green linen or actual grass mat. Make sure this works for your water/wine glasses so guests won't spill the beverages. You could also go with a stone like place mat or printed cloth.

For wind, the linen should be airy, probably in a blue and maybe with a swirl.

BAR AND CUSTOM DRINK

Lighted bars will go well with this theme. You can do a blue lighted bar and a red lighted bar or place the bars in front of a waterfall or fire feature. This will require a decorator or builder

Custom drinks go with each area:

- Bombay Sapphire martini and Berry Blue Tonic for the water area
- Black Russian and Cognac for the Fire area
- Single Malt Scotch and Johnny Walker Blue for Earth
- Salty Dog and Millionaire Margarita for Wind

ICE SCULPTURE

Ice is always a highlight for events. Use the ice sculpture to display the company logo or party logo and light it up with bright colors!

ENTERTAINMENT

Hire the following entertainment to interact with guests throughout the night:

- Living vines
- Rock Man
- Violinist
- Guitarist
- Harpist
- Alizma



The Elements

PHOTO OPS

Have an area set aside for guests to take pictures in front of a step and repeat with your company logo and name in the background. People always love having pictures to take home or that they can see on social media to look back on what a fun time they had at the event.

Make sure you order the stands or have some way to hang the banner like pipe and drape poles from your local convention decorator company.





The Elements

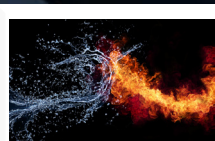


supply list

How to determine which elements in each theme packages is right for you and your client:

- \$\$\$\$\$ Some of the theme elements require a very small investment while others require a higher spend. You can guide your client and help them determine how to use their budget to achieve their desired result.
- Star ratings: Determine the impact your client wants to make. A one-star element in a theme package works well for simple and professional events, whereas a five-star element will leave your client and their guests in complete awe! There are many options in between, so you'll always have a way to meet your client's needs and goals.

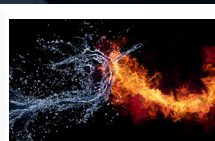
Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Invitations:			
Invitations	Create your own with items purchased at your local craft store or use a local print shop or advertising agency	\$\$-\$\$\$\$	****
Lighted stones for invites (this also makes a beautiful gift)	Light the Earth www.lighttheearth.com	\$\$\$-\$\$\$\$\$	*****
Entryway:			
Living statues	The Living Garden http://www.thelivinggarden.com/	\$\$\$\$\$	*****



The Elements

SUPPLY LIST

Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Pre-Function:			
Models	Check with your local model agency, or use a college sorority	\$-\$\$\$\$	****
Main Room:			
Round Tables	Check with your local decor company	\$\$-\$\$\$\$	**
Square Tables	Check with your local decor company	\$\$-\$\$\$\$	**
Chiavaris Chairs	Check with your local decor company	\$\$-\$\$\$\$	***
Camel Crush linen	BBJ Linen www.bbjlinen.com/Search/camel%20%20linen	\$\$\$	***
Stage Area:			
Video wall Background	Contact your A/V company	\$\$\$-\$\$\$\$\$	*****
Greenery	Check with your local green house about rentals	\$\$-\$\$\$\$	****
Fake rocks	Uline www.uline.com/Product/Detail/H-5167GR/Outdoor-Furniture/Landscape-Rock-Large-Cover-Gray?pricode=WY699&gadtype=pla&id=H-5167GR&gclid=Cj0KEQjw3auuBRDj1LnQyLjy-4sBEiQAKPU_vZHg2wRILNsJt0CRDp2hn_	\$\$	***



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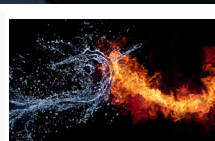
Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Décor:			
Frozen Fog	Check with your local decor or A/V company	\$\$-\$\$\$\$	****
Ice sculptures	Check with your local decor company or Neadeau Ice www.nadeauice.com/	\$\$\$-\$\$\$\$\$	*****
Blue Lighting	Check with your local decor company or Lighting Company	\$\$\$-\$\$\$\$\$	****
Faux Flames	Check with your local decor company or TechniFex www.technifex.com/product/rentalfauxfire	\$\$-\$\$\$\$	****
Cigar	Check with your local cigar company	\$-\$\$\$	**
Lush Greenery	Check with your local green house	\$\$-\$\$\$\$	***
Lions and Gorillas	Z Statue www.zstatue.com/cat_life_size_animal.cfm	\$\$\$\$	****
Air Blowers	Check with your local decor company	\$-\$\$\$	***
Butterfly release	Butterfly Release Company www.butterfliesetc.com/	\$\$	*****
Wind Spinners	East Coast Weathervanes www.ecoastweathervanes.com/kinetic-wind-spinners-s/1831.htm	\$-\$\$\$	***
Blue and Green Lighting	Check with your local decor company or lighting company	\$\$\$-\$\$\$\$\$	****



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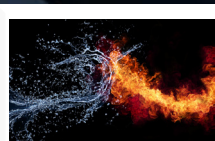
Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Furniture Accents:			
High Top Tables	Check with your local decor company	\$\$-\$\$\$\$	***
Bar Stools	Check with your local decor company	\$-\$\$\$	**
Blue Linen	BBJ Linen www.bbjlinen.com/Search/blue	\$\$	***
Cocktail Tables	Check with your local decor company	\$\$-\$\$\$\$	***
Black Furniture	Check with your local decor company	\$\$-\$\$\$\$	***
Beige and Brown Furniture	Check with your local decor company	\$\$-\$\$\$\$	***
Carmel Crush Linens	BBJ Linen www.bbjlinen.com/Search/camel%20%20linen	\$\$	***
White Leather Furniture	Check with your local decor company	\$\$-\$\$\$\$	***
Acrylic Cocktail Tables	Check with your local decor company	\$\$-\$\$\$\$	***
Centerpieces:			
Ice Sculptures	Nadeau Ice has the capability of creating many of the same design for table decor www.nadeauice.com/	\$\$\$-\$\$\$\$	*****
Glass cylinders	Save On Crafts www.save-on-crafts.com/cylindervases.html	\$	***



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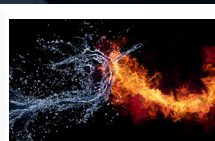
Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Centerpieces (continued)			
Floating candles	Candles 4 Less http://bit.ly/1PpmCSC	\$\$	**
Glass vases	Save On Crafts www.save-on-crafts.com/vases.html	\$	***
Water beads	Magic Water Beads magicwaterbeads.com/1_POUND_BAGS.html	\$\$	**
Mirrored square vases	Defining Decor definingdecor.com/rentalcategory/vases/	\$\$\$	***
Faux fires	Faux Fires www.technifex.com/product/fauxfire	\$\$\$\$	****
Small fire pits	Target www.target.com/p/uniflame-small-15-lp-gas-fire-column-with-black-fire-glass/-/A-14783894#prodSlot=medium_1_4&tempTerm=small+fire+pits	\$\$\$	****
Earth Stone Candles	Earth Stone Candles www.earthstonecandles.com/Products.html	\$\$	***
Actual table top flames	Moderustic www.moderustic.com/VortexED55.html	\$\$\$	**
River Stone Vases	Arhaus www.arhaus.com/furniture/decor/home-and-garden-decor/garden-decor/river-stone-vase/	\$\$	****
Stacked Stones	Eastern Leaf www.easternleaf.com/Zen_Rock_Cairn_Stone_Sculpture_p/901030-05.htm	\$\$	****



The Elements

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Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Centerpieces (continued):			
Stone Oil Lamps	Light the Earth http://www.lighttheearth.com/store/c1/Featured_Products.html	\$\$-\$\$\$\$	***
Grass Table Center Pieces	Purchase a container separately, and add your own grass.	\$\$	**
Fan	Walmart www.walmart.com/ip/Lorell-Oscillating-Desk-Fan/23226143	\$\$	**
Square Wooden Planter	Wayfair www.wayfair.com/Mayne-Inc.-Fairfield-Square-Patio-Planter-5825-MYN1022.html	\$\$\$	*
Dinner Set-up:			
Red Shimmer Linens	BBJ Linen www.bbjslinen.com/Products/1/Table-Linen/11/Glitz-And-Glamour/product/2029/Dinah-Sequin/	\$\$\$	***
Orange Linens	BBJ Linen http://www.bbjslinen.com/Search/red%20shimmer%20linen	\$\$\$	**
Clear Charger Plates	Ten Strawberry Street tenstrawberrystreet.com/61-Alpine	\$\$-\$\$\$\$	***
Gold Charger Plates	Ten Strawberry Street tenstrawberrystreet.com/lacquer-round/415-lacquer-round-gold-charger-plate.html	\$\$-\$\$\$\$	**
Gold Napkins	BBJ Linen www.bbjslinen.com/Products/4/Napkins/Gold-color?filterSizes=	\$\$\$	**
Red Napkins	BBJ Linen www.bbjslinen.com/Products/4/Napkins/Red-color?filterSizes=	\$\$\$	**



The Elements

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Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Dinner Set-up (continued):			
Blue Linen	BBJ Linen www.bbjslinen.com/Search/blue	\$\$\$	***
Grass Linen	BBJ Linen www.bbjslinen.com/Search/grass	\$\$\$	***
Green Linen	BBJ Linen www.bbjslinen.com/Products/1/Table-Linen/Green-color?filterSizes=	\$\$\$	**
Grass Mat	Shindigz www.shindigz.com/party/plastic-grass-mats/pgp/5p469f	\$\$	***
Stone Mat	Goods Home Design www.goodshomedesign.com/protect-decorate-table-multi-color-river-stone-placemats/	\$\$\$	***
Stone Printed Cloth	Spoon Flower www.spoonflower.com/fabric/417358cfm?cID=1&tID=1&tID=4&rID=52&oID=162	\$\$\$	***
Blue Linen with Swirl	Linen Effects lineneffects.com/products.cfm?cID=1&tID=1&tID=4&rID=52&oID=162	\$\$\$	**



SUPPLY LIST

Supplies	Source/Notes Vendor Suggestions	Price Range	Value
Bar & Custom Drinks:			
Lighted Bar	Check with your catering company	\$\$\$-\$\$\$\$\$	*****
Waterfall	Technifex www.technifex.com/product/rental-flowscreen	\$\$\$\$\$	*****
Fire	Mode Rustic www.moderustic.com/Vortex-Fire.html	\$\$\$\$	*****
Entertainment:			
Alizma	Innovative Entertainment www.inn-entertainment.com/	\$\$\$\$	****
Living Vines	The Living Garden www.thelivinggarden.com/	\$\$\$\$\$	*****
Rock Man	The Living Garden www.thelivinggarden.com/	\$\$\$\$\$	*****
Violinist	Use your local entertainment company	\$\$-\$\$\$\$	****
Guitarist	Use your local entertainment company	\$\$-\$\$\$\$	****
Harpist	Use your local entertainment company	\$\$-\$\$\$\$	****
Photo Ops:			
Step and Repeat Company Logo	Sign Art Etc. http://www.signartetc.com/step-and-repeat-s/52.htm	\$\$\$	****