BlueRidge
EVENT PRODUCTION
Services Brochure 2020
Jack Looney Photography

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BlueRidge
EVENT PRODUCTION

WELCOME

Blue Ridge Event Production is a full service design and production company located in Central Virginia with a mission to provide creative lighting, audio/visual support, fabric and draping design, custom decor development and technical production for all types of special events. Please enjoy this sampling of our services. We look forward to creating something special for you and your organization.

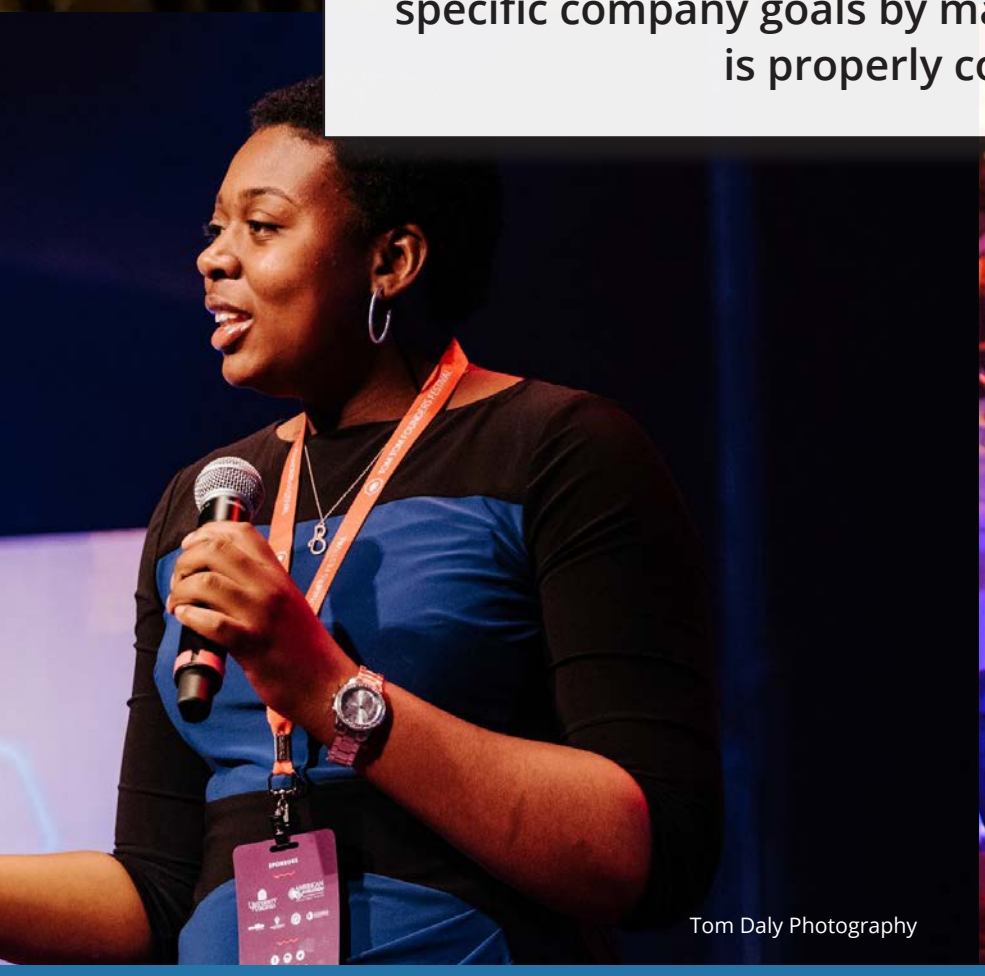
Aaron Watson Photography

EVENTS

Jack Looney Photography

Corporate + Conferences

Hosting a special event is an opportunity for company growth and can bring employees together. It can also provide a time and space to introduce new ideas or technology. Our team will help you achieve your specific company goals by making sure your message is properly conveyed.



Tom Daly Photography

Educational +**Collegiate**

Virginia is steeped in knowledge, and the schools and universities play a significant role in continually shaping their communities. Organizing an event within your school requires a unique set of skills and understanding.

We at Blue Ridge Event Production have vast experience enhancing educational events for institutions across Virginia.

Galas + **Social Events**

Your relationships with donors are important, and galas are an opportunity to let your donors know that their support is vital.

Galas give you a chance to tell your story, and an exciting experience also heightens the emotions involved in giving. A successful gala turns guests into donors and allows you to achieve the financial goals needed to execute your mission.

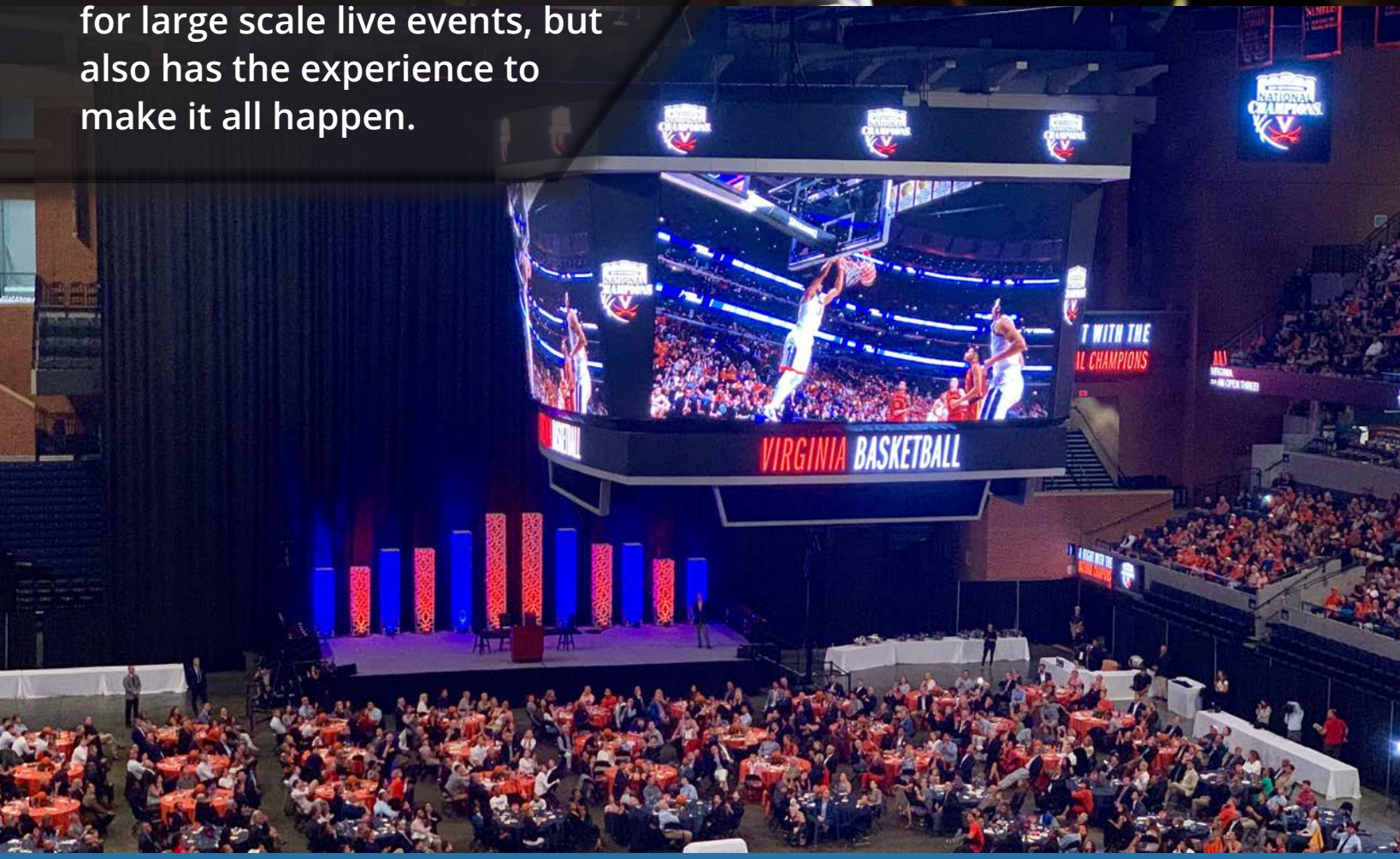
Robert Radifera Photography

Festivals + **Live Events**

Photo courtesy of Tom Tom Festival

Hosting a live event or music festival brings about its own set of challenges. The process requires an understanding of the city, codes, logistics, laws and permits.

Our knowledgable team not only understands what is required for large scale live events, but also has the experience to make it all happen.



Weddings

Lauren Gordon Strickland Photography

Flit Photography

We believe that love is in the details, so we work closely with you to think through every design element of your wedding to make your fairytale dream come to life. We offer full production services, giving you the peace of mind that all of your many needs are being managed by our expert team. That way you never have to miss a single moment.

Please contact us to request our Blue Ridge Weddings Information Brochure.

Shannon Elizabeth Photography

SERVICES

Robert Radifera Photography

Corporate Event **Planning + Coordination**

- Event concept and design
- Decor and accent creation and installation
- Venue and event staff coordination
- Day-of technical and logistical coordination

We provide consultation and recommendations of venues, planners, floral designers, photographers, and other necessary vendors.

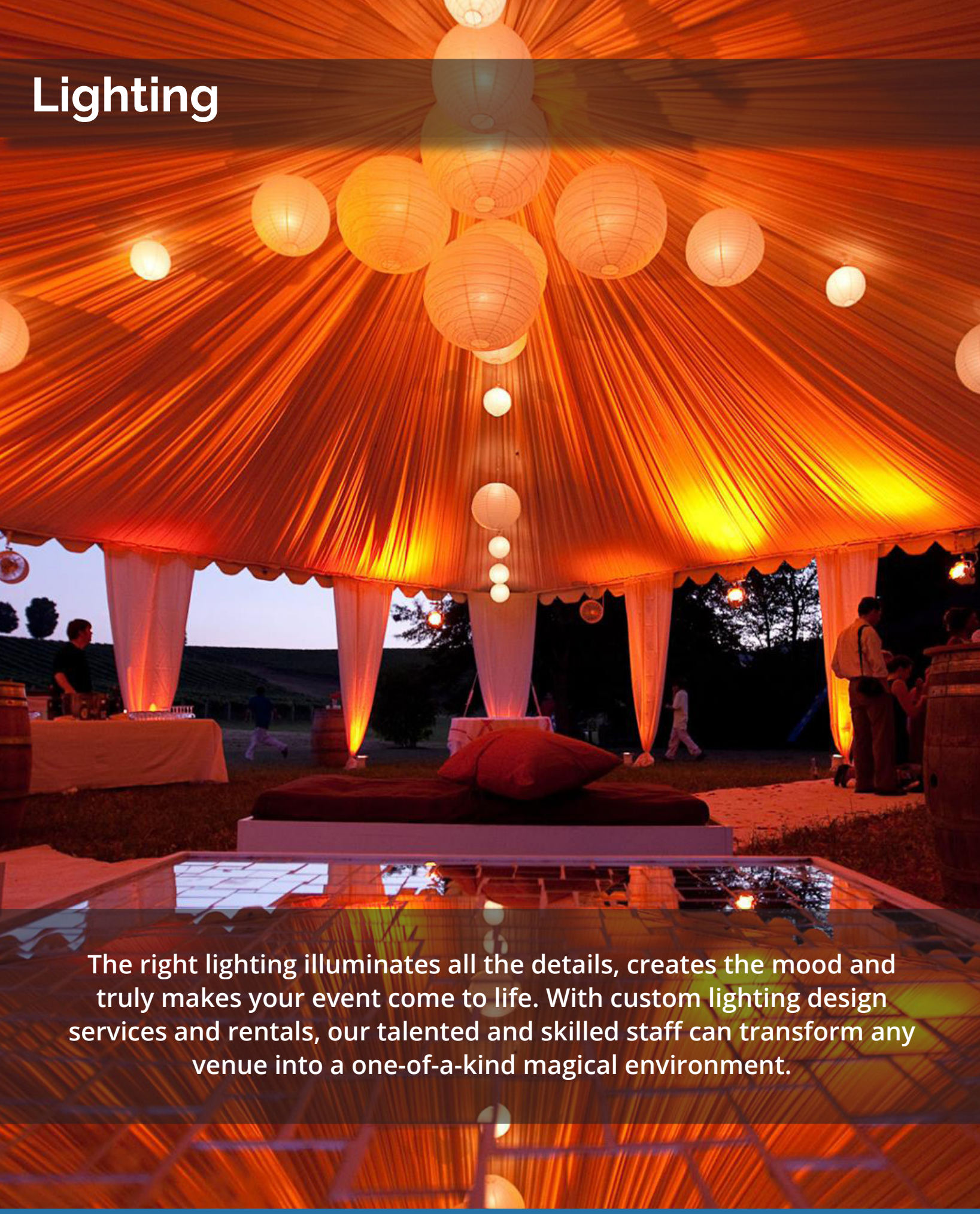
Florals + **Decor**

- Centerpieces
- Tablescapes
- Floral Sprays
- Hanging accents
- Balloons
- Throne chairs
- Themed decorative rental items
- Creative arches and backdrops

Florals + **Decor**

Flit Photography

Lighting



The right lighting illuminates all the details, creates the mood and truly makes your event come to life. With custom lighting design services and rentals, our talented and skilled staff can transform any venue into a one-of-a-kind magical environment.

Lighting

- Projections - customized monograms, logos, backdrops
- Moving lights - LEDs, lasers, effect lights
- Utilitarian lighting - light balloons, work and parking lights
- Band and dance floor lighting
- Cake table spotlights
- Uplighting
- Bistro & cafe strand lighting
- Pinspotting and table lighting
- Architectural and landscape
- Illuminated truss bar and lighting
- Chandeliers and lanterns
- Mirror balls
- Holiday lighting displays

Aaron Watson Photography

Fabric + **Drapery**

- Backdrops
- Ceiling fabric treatments
- Creative draping installations
- Mandaps and chuppahs
- Wedding cake and sweetheart table canopies
- Tent pole fabric

Fabric + **Drapery**

Robert Radifera Photography

Meredith Sledge Photography

A Bryan Photography

Audio + **Visual**

Whether facilitating a successful video conference, creating a memorable wedding rehearsal video or hosting a large scale outdoor event, we make sure that every word is clearly heard and every face is clearly seen. Our combination of state of the art equipment and skilled A/V professionals ensure the success of our client's event.

- HD Projection
- Indoor and Outdoor audio
- Meetings and conferences
- Convention services
- Hotel A/V services
- Live streaming
- Digital recording
- Pre and post production editing

We also provide rental services of projectors, laptops, video monitors, walkie-talkies, microphones and other audio equipment.

Custom **Creations**

If you can dream it, we can make it.

Our team of artisans and engineers specialize in creating one of a kind "out of the box" pieces ranging from DJ truss booths to custom lighted signage.

Make your event unforgettable by allowing our team to give you that personalized WOW FACTOR.

Custom **Creations**

Other **Rental Services**

Podiums and stages

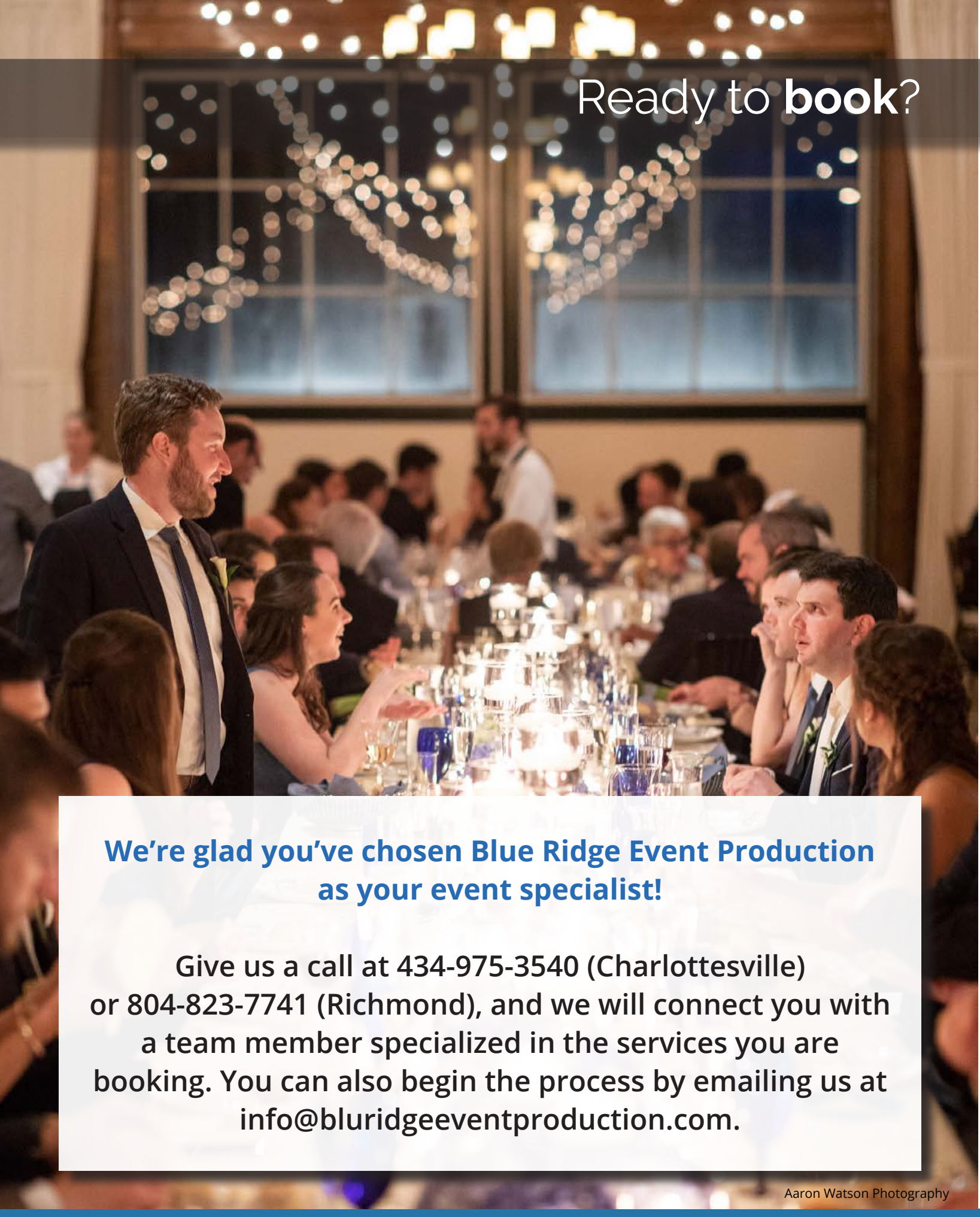
Tents and dance floors

Generators and power distribution

Lounge furniture, tables, chairs, linens, and other necessary event items

Jack Looney Photography

Ready to **book**?



We're glad you've chosen Blue Ridge Event Production as your event specialist!

Give us a call at 434-975-3540 (Charlottesville) or 804-823-7741 (Richmond), and we will connect you with a team member specialized in the services you are booking. You can also begin the process by emailing us at info@bluridgeeventproduction.com.

Aaron Watson Photography

Frequently Asked **Questions**

Do we have to purchase all of your provided services?

No. Our services are “a la carte.” You are welcome to choose any service you like. Though as a full production company, we pride ourselves on being able to make everything as easy as possible for our clients by providing everything you need.

What do your services cost?

We customize all of our services to fit your vision, style, and budget. Once we have learned more about your event and venue, we can formulate your quote.

We already have other vendors in place. Do you work with other planners and vendors?

Of course. We love working alongside other event planners and vendors. Please let us know who they are and their contact information as early as you can so that we can all make sure to collaborate as efficiently as possible.

How far out should we book your services?

Most of our clients book us 6 months out from the event, but sooner is always better as our schedule can fill up quickly, especially during peak event seasons.

How close to the event can we make changes?

We work very hard to finalize all desired changes by two weeks prior to events, but we are also understanding and flexible regarding last minute changes and make every effort to meet our clients’ expectations.

When is our deposit due?

A 50% deposit is due 30 days after the initial quote is sent.

When is our final balance due?

The remaining balance is due 7 days before the event.

Clients and **Partners**

Blue Ridge Event Production has developed strong relationships over the past two decades with an extensive list of organizations and charities. We believe in collaboration, trust, and mutual success. Here are just a few of our clients and partners:

ALTRIA
AMERICAN CANCER SOCIETY
ALUMNI ASSOCIATION OF UVA
ARC OF THE PIEDMONT
BOYS AND GIRLS CLUB
CAPITAL ONE
CASTLE HILL CIDER
CHARLOTTESVILLE SCPA
THE COLLEGE OF WILLIAM and MARY
CFA INSTITUTE
COLON CANCER SOCIETY
EARLY MOUNTAIN VINEYARDS
GEORGE MASON UNIVERSITY
GRADUATE HOTELS
HABITAT FOR HUMANITY
HAMPTON UNIVERSITY
HOMESTEADERS OF AMERICA
JAMES MADISON'S MONTPELIER
JAMES MADISON UNIVERSITY
LEWIS GINTER BOTANICAL SOCIETY
LIBRARY OF VIRGINIA
KING FAMILY VINEYARDS
MARCH OF DIMES
NORFOLK STATE UNIVERSITY
NORTHRUP GRUMAN
PIPPIN HILL FARM and WINERY
POE MUSEUM
PREVENT CANCER FOUNDATION
RONALD McDONALD HOUSE
SCIENCE MUSEUM OF VIRGINIA
SENTARA MARTHA JEFFERSON HOSPITAL
ST. ANNE'S BELFIELD SCHOOL
STONEWALL JACKSON HOTEL
UNITED STATES NAVY
THE UNIVERSITY OF VIRGINIA
THOMAS JEFFERSON'S MONTICELLO
TOM TOM FESTIVAL
TRUMP WINERY
UNITED WAY
UVA CHILDREN'S HOSPITAL
UVA CONTINUING MEDICAL ASSOCIATION
THE V FOUNDATION FOR CANCER RESEARCH
VERITAS VINEYARD and WINERY
THE VIRGINIA ASSOCIATION OF BROADCAST
VIRGINIA COMMONWEALTH UNIVERSITY
VIRGINIA HOSPITAL and HEALTHCARE ASSOCIATION
VIRGINIA INSTITUTE OF AUTISM
VIRGINIA MUSEUM OF FINE ARTS
VIRGINIA STATE UNIVERSITY
VIRGINIA WAR MEMORIAL
WASHINGTON and LEE UNIVERSITY
WINTERGREEN RESORT
WOODBURY FOREST SCHOOL
YMCA

Blue Ridge Event Production

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RICHMOND

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