

EVENT PLANET CASE STUDY



WHO	Merrill Lynch
WHAT	Merrill Lynch Staff Christmas Party
WHERE	Various Sydney Venues
WHEN	2003 - 2005
HOW MANY	200 Guests

EVENT BRIEF

To create a celebratory event for 200 Merrill Lynch staff to recognise their hard work and thank them for their overall contribution to the company.

Merrill Lynch staff experienced a number of artistic and stylish themed parties in exclusive Sydney venues. The events were complemented with a dazzling array of performers including aerialists, show stopping flare bar performances, high profile singers and DJ's – all of this coupled with mouth watering canapés, delicious cocktails, provided guests with the perfect close to the year and the client with a total event management solution.

SCOPE OF SERVICES

Event Planet's scope of services for the event included: Event Design & Theming, Audio Visual Design and Equipment, AV Operators and Technicians, Catering Management and Liaison, Stage Management, Running Sheet, Progress Reviews & Meetings, Event Manager On Site, Bump In & Bump Out Support, Transport & Delivery, Administration & Support, Venue Management & Liaison.

RESULT

"A big thank you to you and your team for helping us make the Merrill Lynch Christmas Party such a success. Everyone had a really great night, the comments that I have received from people were that the food, venue and theming were fantastic."



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