



Inquiry Form

Client Contact Info

Name: _____ Phone Number: (____) _____

Email: _____

Preferred Contact Method: _____ Preferred Contact Time: _____

Event Details

What services are you looking for? Please check one: Party Planning Decorating Both

Event Type: _____ Approximate Guest Count: _____

Will this be a surprise party? Yes No

Event Date: _____ Event Start Time: _____ Event End Time: _____

Do you have a venue yet? Yes No

If yes what is the location: _____

Will the event be indoor or outdoor? Indoor Outdoor Both

Do you have a theme? Yes No What is the theme? _____

Do you have a color scheme? Yes No What is the color scheme? _____

** If you have any photos, Pinterest boards, etc. please included them for reference.

Are you looking for my assistance finding vendors? If yes, please check all that apply.

Photo/Videographer

Lighting

Florist

Caterer

Rentals – (tents, tables, chairs,
chair covers)

Other (please list):

Bakery

Band/DJ

Additional Comments:

How did you hear about us? _____