

SPECIAL EVENT SOLUTIONS
 Peoplepool Valet Service, Inc. & CM SECURITY CONSULTING, INC.
EVENT QUESTIONS

Date of Event:	Event Start Time:
Event Type: (example: wedding, fundraiser, cocktail party, etc.)	Event End Time:
Address of Event:	Number of Guests:

<u>Billing Information</u>	<u>Event Coordinator Contact Information</u>
Name:	Name/Company:
Address:	Address:
Telephone No.:	Telephone No.:
Email:	Email:
	“Day-of” Contact Name and Number:

Valet/Parking Management required? Yes or No (If yes, please see below.)

Valet/Parking Information

Valet: (options: on property, on street, off-site)

Directional: (options: on property, on street, off-site)

Transportation and/or equipment rental required? Yes or No (If yes, please see below.)

<u>Transportation Requests</u>	<u>Rental Requests</u>
Golf Carts:	Light Tower:
Busses/Shuttles:	Mule/Gator:
	Other/Additional:

Event Security required? Yes or No (If yes, please see pg. 2)

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Needs: (options: Armed, Unarmed)

Pre-Event/Post-Event Staffing required? Yes or No (If yes, please see below.)

Pre-Event/Post-Event Information

Load-in Dates:

Load-out Dates:

Load-in Times:

Load-out Times: