

# Festival & Event Production & Management Services



**A  
Full Service  
Event  
Contractor**

**Over 37 years in the industry**

## **MVP EMS** Production

**MVP provides production services designed to help you produce a professional and successful event. We will work with you from site design through the clean up of the event, from specific areas or the entire event.**

### **Site Design**

MVP will work with you to develop a new site plan, or to improve on an existing one. Our scaled CAD maps can be used for work maps, promotional materials, hand outs, and permit applications.

### **Permits**

MVP will work with you to help obtain required permits such as fire, health, electrical, city or special event, and make sure your event is in compliance with local, city and state regulations.

### **Equipment & Services**

MVP will work with you to help determine what equipment or services your event may need, and what the costs are. We will coordinate and schedule with suppliers, and oversee the installation and dismantle of equipment and services. Equipment and services commonly used at festivals and events include; tents, canopies, booths, furniture, stages, sound, lighting, decorations, fence, signs, banners, electrical, water, sanitation, communications, security as well as many event specific items.

### **Site Management**

MVP will provide site management to coordinate and manage specific areas of your event such as load in and out of exhibitors, food vendors and other areas where scheduling is an issue. We will also remain on site during festival hours, to troubleshoot as needed.

## **MVP EMS** Management

**MVP offers a wide range of management services designed to help reduce your work load and staff, so you can spend more time developing your event.**

### **Budgets**

MVP will work with you to help develop budgets, establish price guidelines for your booths, exhibit space, and other areas, as well as work with contractors, suppliers and services companies to be sure you are getting the best price.

### **Applications & Contracts**

MVP will develop exhibitor and vendor applications and contracts, as well as help establish rules and regulations for participants of your event.

### **Space Sales and Management**

MVP will sell your exhibit space and coordinate everything from start to finish with your exhibitors.

### **Sponsorship**

MVP will work with you to develop sponsorship packages, help bring in sponsors and then coordinate details and needs of sponsors.

### **Event Review & Analysis**

MVP will look at your event and write up a post event review, with comments and suggestions to improve the efficiency, profitability and safety of the event.



## Contracting

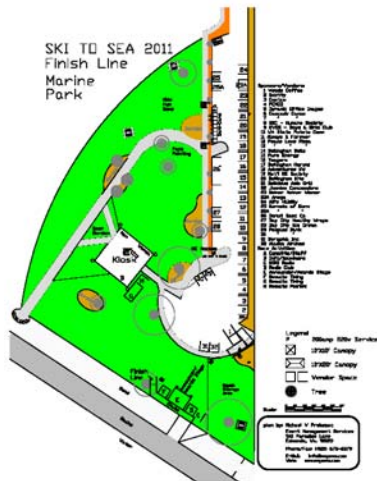
MVP provides service as an event service contractor, and can bring in all the equipment and services required to put on your event, oversee the installation and dismantle of equipment and services, and provide you with a single itemized invoice for everything. We work with many suppliers and subcontractors, and receive volume discounts with all of them.

### Equipment & Services

MVP will be your single contact for equipment and services, so you are not dealing with multiple companies.

### Exhibitor Services

MVP will develop an exhibitor service package which will make equipment and services available to all your exhibitors at no cost to show management. This can include tents & canopies, furniture, pipe & drape, electrical service, and much more. It just depends on the needs of your exhibitors and your event.



 Michael V Prebezac  
Event Management Services

## Service

MVP takes pride in its personalized event management and production services. We work with a limited number of clients, that want to produce a high quality profitable event each year. MVP's goal is to make your event a continuing success.



## Fees

Fees are based on overall involvement with your event. Each project is priced out based on services provided, time invested, and your general equipment and service needs. In most cases, it will be much less than hiring your own staff or contracting all your own equipment or services.

Please call to set up an appointment.



## About MVP

Michael V Prebezac has been in the event rental & service contracting business, in the Seattle area, since 1974, both owning and managing companies that specialized in equipment & services for Tradeshows, Festivals, Fairs & Special Events. These events have included Bumbershoot, Northwest Folklife Festival, Seafair, Everett International Air Fair, as well as many community festivals, state & county fairs, and hundreds of corporate and special events. The company was sold in 1999.

Event Management Services began as an event consulting business in 2002, and has developed into a full production and event management company.

We are not a rental company, but we do contract rental services for events.



 Michael V Prebezac  
Event Management Services

541 Paradise Lane  
Edmonds, WA 98020

Phone: 425.673.6379

Fax: 425.673.6379

Web: [www.mvpems.com](http://www.mvpems.com)

Email: [mike@mvpems.com](mailto:mike@mvpems.com)