



EVENT PROPOSAL

Client:	Candace Carpenter, Savannah / Hilton Head International Airport	Event:	2020 Holiday Decor Purchase Proposal
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Description	Quantity	Unit Price	Cost
Baggage Claim			
30" Fir/magnolia wreaths with red bows to hang on either side of the information desk	2	\$345.00	\$690.00
9' Pre-lit Fir Christmas Trees	2	\$510.00	\$1,020.00
Planter boxes as tree skirts	2	\$450.00	\$900.00
Ornament allowance for 9' trees	2	\$1,075.00	\$2,150.00
Displays for brochure boats: use existing greenery embellished with coordinating decor (magnolia, berries, red ribbon, etc.)	2	\$267.00	\$534.00
Ticketing Lobby			
9' Pre-lit Fir Christmas Trees (2 FID's / 2 hallway)	4	\$510.00	\$2,040.00
Ornament allowance for 9' trees	4	\$1,075.00	\$4,300.00
Displays for FID's: repurpose existing fir swags by adding magnolia and red accents	3	\$267.00	\$801.00
<i>Reflective Ball Cone Trees 930.00 +200 = \$1130</i>			
Savannah Square			
Balconies: 9' pre-lit trees flanking doors	4	\$510.00	\$2,040.00
Balconies: 24" fir and magnolia wreaths with red bows for doors	8	\$295.00	\$2,360.00
36" wreaths for windows around the square	16	\$395.00	\$6,320.00
planters to serve as tree stands	4	\$210.00	\$840.00
garland swags of fir and magnolia on lamp poles, accented with red velvet bows	4	\$275.00	\$1,100.00
Fir garland around choral risers			
12' Pre-lit tree for center of square	1	\$4,965.80	\$4,965.80
Decor / Ornament allowance for 12' tree	1	\$1,800.00	\$1,800.00

Description	Quantity	Unit Price	Cost
Concourse: update existing greenery to compliment new decor (magnolia / red bows)			
Swags on gates: update existing to match decor	14	\$65.00	\$910.00
swags on light poles with red velvet bows	4	\$65.00	\$260.00
9' Pre-lit tree in Passport Club	1	\$510.00	\$510.00
Ornament allowance for 9' trees	1	\$700.00	\$700.00
24" wreath for Passport Club Entry	1	\$85.00	\$85.00
9' Pre-lit Fir Christmas Tree for Snowball Express	1	\$510.00	\$510.00
Swags on wall sconces	5	\$65.00	\$325.00
Parking Atrium			
20' Pre-lit tree in courtyard	1	\$18,365.30	\$18,365.30
Ornament / decor allowance for 20' tree	1	\$4,500.00	\$4,500.00
48" wreaths repurposed to match	4	\$125.00	\$500.00
Exterior			
36" wreaths for Exit Plaza repurposed	3	\$95.00	\$285.00
Swags on lamp post	4	\$65.00	\$260.00
24" wreaths for booths repurposed	4	\$85.00	\$340.00
9' live tree	2		
7' live tree	2		
5' live tree	2		
Lights for live trees			
Allowance for character displays in flower beds	2	\$2,500.00	\$5,000.00
		Subtotal	\$64,411.10
	Tax	7.00%	\$4,508.78
	Design / Mgt Fee	18%%	\$11,593.99
		Total	\$80,513.87