

# GENOUVI

## EVENT MANAGEMENT

Event Management for Corporate, Social & Private Clients



[WWW.GENOUVI.COM](http://WWW.GENOUVI.COM)

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## EVENT MANAGEMENT

## FULL & TAILORED EVENT MANAGEMENT SERVICES

As a producer of events which are renowned for imagination, creativity & meticulous planning, Genovi provides corporate, social & private clients with a full or tailored event management service for events, exhibitions, dinners, award ceremonies, product launches & exclusive private functions across the UK & Europe.

Regardless of event scope, size or location, Genovi possess the skills, knowledge & experience to deliver unique & exciting concepts that offer unparalleled acclamation & results.

As a freelancer producer which offers a premium event management service for live events of any size, Genovi works closely with clients to fully understand their goals, milestones & expected outcomes before delivering a seamless plan to ensure events are not only delivered on time & budget, but more so, they exceed all expectations.

As a highly skilled event producer & director, Genovi ensures every event is planned with vigilance & precision to offer clients complete piece of mind.

- Corporate, Social & Private Events
- Pre-Event & Onsite Management
- Event Design & Planning
- Venue Scouting & Selection
- Exhibition & Floor Plan Design
- Catering & Beverage Supplies
- Chefs, Bartenders & Waiters
- Hosts, Speakers & Presenters
- DJ's, Musicians & Entertainment
- Photographers, Film & AV Crews
- Staging, Presentation, Technical & Audio Visual Management
- Security & First Aid Management
- H&S Documentation & Submission
- Transport & Logistics Management
- Exhibition Stand Design & Build
- Graphic Printing & Installation
- Budget Drafting & Contract Negotiations
- Post-Event Reporting & Accounts
- Post-Event Marketing & Promotion



**CONFERENCE  
& EXHIBITION**



**AWARDS  
& DINNERS**



**PRIVATE EVENTS  
& FUNCTIONS**



**SOCIAL EVENTS  
& PARTIES**



# GENOUVI

## EVENT MANAGEMENT

## EVENT MANAGEMENT EXPERIENCE & ACUMEN

Genouvi specialises in delivering uniquely innovative event experiences for commercial, social & private clients across the UK & Europe.

Whether you require a full 360 event production & management service for your next event or exhibition, an educational conference for your customers, an implausible launch party for VIP's, an exclusive dinner for family & friends, or you simply want to throw the social event of the year, Genouvi offers to deliver an unforgettable event experience of exceptional quality.

- Management with over 15 years' experience within the commercial, social & private event sectors.
- Highly experienced in producing, directing & staging large events, exhibitions, business conferences, social events, award ceremonies, black-tie evenings, charity fund-raisers & exclusive private events.
- Extraordinary knowledge of event management, logistics, security & H&S requirements.
- In-depth experience negotiating agreements, pricing structures, venue costs, supplier & service contacts.
- Exceptional experience securing celebrity entertainers, influencers, speakers, presenters, musicians, chefs etc.
- Excellent command of English with the capability to create event packs, press releases, website & social media content.
- Ability to travel internationally at short notice.



**EVENT PLANNING  
& DESIGN**



**EVENT MANAGEMENT  
HOSTS & STAFFING**



**ENTERTAINMENT  
DJ'S & MUSICIANS**



**CATERING  
& BEVERAGE**



**AUDIO VISUAL  
& TECHNOLOGY**



**LOGISTICS  
& TRANSPORT**



**EXHIBITION  
DESIGN & BUILD**

**GENOUVI**  
— EVENT MANAGEMENT —

**Event Management**

**Event Production**

**Exhibition Planning**

**Award Ceremonies**

**Client Dinners**

**Conferences**

**Private Parties**

**Product Launches**

**Charity Fund-Raisers**

**Team Building**

**Launch Parties**

**Special Occasion**

**Event Staffing**

**Catering & Beverage**

**Speaker Management**

**Audio Visual**

**Venue Sourcing**

**DJ's, Musicians & Entertainment**

**Photographers & Film Crews**

**Guest Travel & Accommodation**

**Onsite Hosts, Chefs, Bartenders & Waiters**

**Security & First Aid**

**Staging & Set**

**Furniture & Lighting**

**Exhibition Stand Design**

**Full Onsite Event Management & Team Support**

**Drinks Receptions**

**Transport & Logistics**

**GENOUVI**  
— EVENT MANAGEMENT —