



**Create Event Design**  
 10621 Midway Ave.  
 Cerritos, CA 90703  
 (562) 474-8222

# ORDER #003464

Shannan Swanson

**PO:**  
**Shipping Address:**  
 4151 Valley Meadow Rd  
 Encino, CA 91436

**Order Date:** March 24, 2023  
**Due Date:** Upon Receipt

EVENT DATE: May 5th, 2023

INSTALL: WEDNESDAY  
 PICK UP: SATURDAY AT 12PM

Description	Qty	Price		Total
<b>ENTRANCE/ LOBBY</b>				
DISCO BALL WITH MOTOR FOR CHANDELIER	1	\$125.00	T	\$125.00
<b>Total ENTRANCE/ LOBBY</b>				<b>\$125.00</b>
<b>INSIDE</b>				
CLUSTER OF DISCO BALLS 8 DISCO BALLS WITH ROTATING MOTOR AND HARDWARE FOR HANGING 8-DISCO BALLS WITH MOTOR / PIN SPOT LIGHTING / HARDWARE FOR HANGING	1	\$1,100.00	T	\$1,100.00
"KING" LINEN (COLOR TBD) FOR POOL TABLE	1	\$55.00	T	\$55.00
LED UPLIGHTS COLOR TBD	8	\$40.00	T	\$320.00
ADHESIVE HOOKS FOR STREAMERS	1	\$100.00	T	\$100.00
WHITE DANCEFLOOR 15FT X 16FT	1	\$720.00	T	\$720.00
HIGH BOY COCKTAIL TABLES	2	\$10.00	T	\$20.00
132" ROUND LINENS (HIGHBOY COCKTAIL TABLES)	2	\$28.50	T	\$57.00
TIES FOR HIGHBOY COCKTAIL TABLES	2	\$2.50	T	\$5.00
VINTAGE MARQUEE LETTERS PENDING WORDING	6	\$75.00	T	\$450.00
SPECIALTY ROUND COFFEE TABLE	1	\$75.00	T	\$75.00
Uplights COLOR TBD	8	\$40.00	T	\$320.00
<b>Total INSIDE</b>				<b>\$3,222.00</b>
<b>OUTSIDE</b>				
Uplights FOR TREES AND WALLS	10	\$40.00	T	\$400.00

Description	Qty	Price	T	Total
STRING LIGHTING	2	\$150.00	T	\$300.00
Patio Heater	2	\$85.00	T	\$170.00
PROPANE	2	\$28.00	T	\$56.00
TRASHCANS AND VELON WRAP	6	\$15.50	T	\$93.00
6FT BAR	1	\$250.00	T	\$250.00
ROUND OTTOMONS	8	\$40.00	T	\$320.00
SMALL LOUNGE AREA	1	\$550.00	T	\$550.00
Ghost Arm Dining Chair, Clear	8	\$12.50	T	\$100.00
			<b>Total OUTSIDE</b>	<b>\$2,239.00</b>

Services				
TRUCKING FEE	1	\$250.00		\$250.00
LABOR FOR MOVING FURNITURE (BEFORE & AFTER EVENT) + HANGING PAPER STREAMER DECOR	1	\$250.00		\$250.00
INSTALLATION AND SET UP FEE	1	\$865.00		\$865.00
BREAKDOWN FEE	1	\$750.00		\$750.00
1% WC Fee	1	\$82.31		\$82.31

Notes	Total Products:	\$5,586.00
	<b>Total Labor/Services/Misc:</b>	<b>\$2,197.31</b>
	<b>Taxes :</b>	<b>\$530.67</b>
	<b>Discounts:</b>	<b>(\$0.00)</b>
	<b>Total:</b>	<b>\$8,313.98</b>
	<b>Payments:</b>	<b>(\$0.00)</b>
	<b>Balance:</b>	<b>\$8,313.98</b>