



Making the jump from in-person events to online events seems like a lot. And just like any other thing in life, having the right partners and allies on your side will make that pivot seem like a walk in the park. As a highly experienced tech-savvy agency, Tree-Fan Events can help you make this transition as seamless as possible. Everyday we're helping our clients witness this transition and we believe we can contribute tremendously to your virtual event, designing an experience that your online audience gets involved in with true moments of interaction, engagement and co-creation, all with the flawless use of technology.

Remote Virtual Producer + On-Location Virtual Event Production & LIVE Broadcast

– [contact us](#) for Pricing based on your event's exact needs

- ❖ Our Production partners will travel to your venue and set up a 'traveling studio', complete with backdrop, preview monitors, lighting, teleprompter & cameras to broadcast your event from your unique location
- ❖ You get six-hour access to our remote production broadcasting studio fully equipment to execute your event
- ❖ Planning, coordinating, and overseeing all production and technical aspects of virtual event
- ❖ Negotiating production cost with our AV production partners upon agreed terms and event needs
- ❖ We will provide key recommendations for online auction platforms, enterprise grade event platforms, emcees & benefit auctioneers that would be a best fit for your event
- ❖ Scheduling pre-event walk-throughs & technical run-through with our chosen AV Production partner
- ❖ Creating & providing production timelines, key deliverables deadlines, and ROS (run of show) URL links
- ❖ Working collaboratively with your event's key staff and auctioneer to create/solidify script/event flow
- ❖ Collaborating closely and providing guidance on writing an impactful & focused Script w/ technical details
- ❖ Coordinating collection and sharing of all necessary event assets, content & media for going live
- ❖ Scheduling and facilitating technical assessment testing & run-throughs for speakers/presenters and their at-home equipment to ensure optimal CALL (camera, audio, lighting, location) setup
- ❖ Assigning/creating or reviewing graphic work from graphic designer for slides, overlays, lower thirds
- ❖ Working remotely with the on-site studio director to implement event's vision during broadcast
- ❖ Managing & overseeing all production elements with AV production partner during the live stream