### **ABOUT US**

T. P. Mallard has worked in management for over a span of 10 years. He has managed and consulted for gospel, business, and civic leaders to enhance their creativity and profitability which took their business needs to another level of Excellence.

At the core, Mr. T.P. Mallard is results-driven to ensure every client maximize their growth. Whether it's a church conference, travel, or business growth, just to name a few, T.P. Enterprises exhibits Excellence.

# **EVENT MANAGEMENT**

- Coordinated logistics, finances, venue, preparation, planning, and closeout of events.
- Liaise with and supervise event staff, vendors, food caterers, servers, and other hired hands.
- Apply budget frugally to ensure no cost overruns and timely payment of support staff.
- Participation in venue scouting, set design, location decor and arrangement, seating, and other event management duties.

### **TALENT MANAGEMENT**

- Handle all booking, planning and Negotiating
- Managed travel schedules and planning for main Talent & multiple staff members for domestic and international travel
- Scheduled all personal and professional matters
- Travel with principal on needed events and handle all local matters

# ENTERPRISES

# Event & Talent Management Consultants

# THERON P. MALLARD

PROPRIETOR

www.thetpmenterprises.com tpm@thetpmenterprises.com

201 - 344 - 7142

# WHAT WE DO



### Scheduling

We will Handle your personal schedule and event staff scheduling.



# **Event Solutions**

We have experience in all aspects of event management from venue selection to event closeout processes.



### **On location Services**

We will travel with you and your team to handle all your personal & professional needs.

## **CLIENT HISTORY**

**Client:** Kim Burrell

**Event:** Ephesians 4 Conference

**Responsibilities:** Conference Planning and

Strategist

Client: Pastor Subrenia McDaniel Event: Inner Beauty Inner Strength Responsibilities: Conference Planning and Strategist

Client: KB Crew Productions Responsibilities: Travel Coordination Booking, planning and Negotiating Production Lead for All Hands