## **Event Planning**

## Venue

## **Venue Choice**

Based on your preferences, I suggest the following venue:

{
"venue": "The Stanford Theatre",
"reason": "The Stanford Theatre is a historic movie theater in Palo Alto that has a relaxed and classy
atmosphere. They often show classic films and have a beautiful interior design that includes a Wurlitzer
organ. The budget of \$500 should be sufficient to rent out the theater for a private screening of an AI art film.
The venue is available next week and is perfect for a relaxing and elegant event."
}

## **Email to venue**

}

Use this email to contact the venue:

"to": "venue@stanfordtheatre.com",

"subject": "Venue Booking Request - Private Screening of Al Art Film",

"body": "Dear Venue Manager,\n\nI hope this email finds you well. I am an event planner and I am interested in booking The Stanford Theatre for a private screening of an AI art film next week. Based on my client's preferences, I believe that your venue would be the perfect fit for this event.\n\nThe budget for this event is \$500 and I believe that this should be sufficient to rent out the theater for the private screening. I am reaching out to confirm the availability of the venue for next week and to inquire about any other options that may be available if this date is not suitable.\n\nPlease let me know if this is possible and if there are any additional details that I should be aware of. Thank you for your time and I look forward to hearing back from you soon.\n\nBest regards,\n[Your Name]"