



Exceptional Occasions, LLC
Meeting & Event Planning Production
P. O. Box 22272 Oklahoma City, OK 73123

CAPABILITY STATEMENT

CAGE: 7HGX7 | **UEI:** WN4MCAE1BHP6

DUNS: 79331444

Declaration:

Minority Owned Small Business
Women Owned Small Business



Exceptional Occasions LLC,
a full-service meeting and event
planning production firm. Established
in 2013 by a retired Marine uniquely
suited for the event planning
industry because tenacity, attention
to detail and understanding cost
effectiveness is paramount!

NAICS:

812990, 561920 - Event and Meeting Planning
541820 - Public Relations

Past Performance

Awarded State of Oklahoma Event Planning Contract (SW0131EO)

In the public & private sector, provided full event
coordination and planning services with attendance
that ranged from 20 to 300. Provided event planning
team support with attendance of 1,000 to 3,000

Summary of Past Clients

- ◆ Mom & Mitchell Foundation
- ◆ Reaching Our City Organization
- ◆ Oklahoma Phoenix Project
- ◆ Oklahoma Interviewing Services
- ◆ Dale K. Graham Foundation
- ◆ Total Roof Protection OKC
- ◆ Trinitie Productions
- ◆ Eric Brown
- ◆ Plannernet

Contact Information

Nathaline "Natalie" Poole, Owner
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Core Competencies



Pre-Event Logistics - Event design; Venue
Selection; Vendors & Suppliers Interface; Guest
& Speaker registration; Transportation &
Housing management...& more



Onsite Logistics - Attend/Assist Pre-event
Briefings; Set-up, Supplier Load-in;
Registration/Lead Generation; Manage Onsite
Personnel; Troubleshoot; Event
Breakdown...& more



Post-Event Logistics - Final Payments; Final
Review; Evaluation; Acknowledgement &
Appreciation; Shipping...& more



Meeting & Event Planning Consultation -
Consultation & Strategy; Vendor
Recommendations; Timeline & Checklist
Creation; Risk Management...& more

Differentiator

- ◆ **Military-Precision Execution:** 20 years of
Marine Corps logistics experience applied
to flawless event coordination and
contingency planning.
- ◆ **Certified & Trusted Partner:** Service-
Disabled Veteran-Owned, Woman-Owned,
and State-Certified vendor supporting
diversity and inclusion goals.
- ◆ **Full-Spectrum Event Management:** From
concept to cleanup — including budgeting,
contracting, staffing, and special event
insurance.
- ◆ **Oklahoma Expertise, National Quality:**
Locally rooted in Oklahoma City with
proven corporate, nonprofit, and
government experience statewide.