



Coleman EVENT SERVICES



You've imagined your event.
We can make it happen.



Weddings	Reunions
Anniversaries	Networking Events
Birthdays	Exhibitions
Receptions	Trade Shows
Luncheons	Themed Parties
Dinners	Award Ceremonies
Business Trainings	Silent Auctions
Seminars	Recitals
Retreats	

A Division of Coleman Funeral Home

1. Book Your Event

Coleman Funeral Home hosts much more than visitations and services. Our Event Services staff can work with you to plan your special event.

Chapel Seating Accommodation
150 (theatre-style) • 80 (banquet-style)

OXFORD

601 Commerce Parkway
Oxford, MS 38655
(662) 234-3900

OLIVE BRANCH

6815 Parkview Blvd.
Olive Branch, MS 38654
(662) 893-3900

Jeremy Roberts, Director of Operations & Event Services
jroberts@colemanfuneralhome.com • cell 601.622.1063

2. Customize Your Event Package

**Whether your needs are simple or complex,
we can take care of all the details:**

Personalized Planning and Coordination
Food and Beverage Coordination (*in-house or with vendors*)
Checklist Development and Management
Invitation Selection and Distribution

Linen Coordination
Floral Assistance
Marketing and Public Relations
Social Media Coordination
Budget Management
Hotel Accommodations
Entertainment
Staff Management

Etiquette Consultation
Vendor Coordination
Transportation
Printing and Distribution
RSVP Collection
Technology Coordination
Premium Branded Gifts

