

IDEAL PROJECT TIMELINE FOR HOLIDAY DECOR INSTALLATION

Holiday decor may seem like something you can schedule at the last minute, but for a smooth experience we highly recommend getting the (bauble) balls rolling in advance. This not only allows you to fully customise your ideal decor; it also alleviates stress for a known annual event.

INITIAL CONSULTATION & AGREEMENT

Early September - Mid September

1

- **INITIAL CONSULTATION (Early September):** Meet with a design consultant from Natura to discuss your vision, preferences, and budget for custom holiday decor.
- **PROPOSAL & AGREEMENT (Mid September):** Present the client with a proposal, including design concepts, pricing, and timelines.



DESIGN & FABRICATION PHASE

Mid September - Mid October

2

- **DESIGN FINALISATION (Mid September):** Finalise the design details with the client, including any custom holiday decor elements and discuss details like:
 - Locations
 - Electrical Power
 - Ceiling Height
 - Lift Availability
 - Building Restrictions
 - Protective Floor Coverings
 - Nails Approved
 - Loading Dock Appointment



PRE-INSTALLATION PREPARATION

Mid October - End of October

3

- **SITE VISIT & ASSESSMENT (Mid October):** Conduct a site visit to assess any specific requirements, measurements, and potential challenges.
- **CLIENT PREPARATION (Mid October - End of October):** Ensure the client is aware of their responsibilities, particularly regarding the installation of electrical power.
- **Finalise and sign the agreement.**



INSTALLATION

1 November - 5 November

4

- **INSTALL PLANNING (End of October):** Confirm the installation schedule with the client. Consider weather conditions for any exterior holiday lighting design.
- **INSTALLATION (Early November):** Install the holiday decor. The duration will vary depending on the complexity and scale of the decor, ranging from a few hours to multiple days.



POST-INSTALLATION

6 November - 5 January

5

- **CLIENT REVIEW & ADJUSTMENT (Early November):** Conduct a walkthrough with the client to ensure satisfaction. Make any necessary adjustments.
- **MAINTENANCE & MONITORING (November - December):** Provide ongoing support and maintenance if required.



TAKEDOWN & STORAGE

5 January - Mid January

6

- **TAKEDOWN PLANNING (Late December - Early January):** Schedule the takedown date with the client.
- **TAKEDOWN (Early January):** Remove all holiday decorations efficiently and safely.
- **STORAGE (Mid January):** Pack and store the decor for future use, if applicable.

