



The Executive Assistant's Guide to Telluride

Private Travel Planning for High-Net-Worth Clients

Introduction

Telluride offers a uniquely elevated travel experience—but it also requires thoughtful planning, particularly during peak seasons.

This guide is designed for executive assistants, family offices, and private client managers coordinating travel for high-net-worth individuals and families.

Our goal is to provide clarity, timing guidance, and local insight so that every visit feels seamless from arrival to departure.

When to Begin Planning

Winter (Ski Season: December–March)

- Peak dates (Christmas/New Year, Presidents' Week): begin planning **6–9 months in advance**
- January and February weekends: **3–6 months in advance**
- Last-minute availability is extremely limited

Summer (June–September)

- Festivals and peak weekends: **4–6 months in advance**
- Standard summer travel: **2–4 months in advance**

Holiday & High-Demand Periods

- Advance planning is essential for:
 - Private chefs
 - Luxury homes
 - Transportation
 - Ski access and guides

How We Support Executive Assistants

We act as an extension of your team, providing discreet, on-the-ground coordination to ensure every aspect of your client's stay is executed seamlessly.

From advance planning to real-time support, we anticipate needs, manage logistics, and deliver with precision—so you can confidently provide an exceptional experience.

- **Direct** phone & text access
- **Rapid** response times
- **Proactive** seasonal planning
- **Guest** preference tracking
- **Continuity** for repeat clients
- **Curated**, trusted local network

Services & Support We Coordinate

Pre-Arrival Planning

- Custom itinerary design
- Priority dining reservations
- Private chefs & in-residence services

In-Destination Support

- Private transportation coordination
- Curated activities & guide arrangements
- On-call guest support throughout stay

Luxury Accommodations

- Private home sourcing & placement
- Pre-arrival provisioning & home preparation

Services tailored to each client's preferences and travel style.

Why Executive Assistants Trust Us

- **Discreet, high-touch service at every stage**
- **Deep, on-the-ground expertise in Telluride**
- **Consistent execution for high-net-worth clients**
- **Seamless coordination from planning through departure**
- **Established relationships with top-tier local partners**

We operate quietly, efficiently, and with the level of detail your clients expect.

Let's Coordinate Your Next Visit

Telluride Lux Concierge

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We look forward to supporting your clients in Telluride.