



TURNKEY EVENT SERVICES ARE HERE!

Event Planning Just Got Easier

Are you planning a VIP client or private off-site event while exhibiting at this year's conference?

Planning and executing a special event is often time-consuming and complicated. This year we are offering **Turnkey Event Services**, providing our show event expertise and concierge services to make your event planning easier.

From VIP client meetings to product demonstrations, sales meetings to team meetings, ten guests to 500+ guests, our highly experienced client solutions events team will assist in creating an exceptional experience for your off-site event.

Leave the Event Planning to Us

Turnkey Event Services Offer:

VENUE RESERVATIONS

Relax and let our team find the most perfect venue and atmosphere for your event.

FACE-TO-FACE MEETINGS

Need help filling your schedule? We can assist with setting face-to-face meetings with your targeted demographic.

ENTERTAINMENT

Music, DJ, dancing, live entertainment or games? We will work with you to create an experience your guests will be talking about all year.

TRANSPORTATION

Our team will arrange transportation for your guests from the trade show to your event.

CATERING & AUDIO VISUAL

Our team will work with you to create a perfect menu for your guests and set up A/V for your event.

INVITATIONS

Emails sent on your behalf to your targeted guest list, followed-up with a personal phone call to ensure the highest level of attendance for your event.

**Note – Planned events will occur before or after exhibit hall hours.*

For more information please contact
ClientSolutions@informa.com
or call 972-536-6409

