

Services

Excel Meetings and Events produces meetings, conferences and events that demand exemplary customer service, attention to detail and creativity. As your strategic partner, we deliver carefully conceived and well-executed solutions for productive, memorable meetings and events. We produce, manage and market the full spectrum of corporate meetings including user group conferences, customer events, sales meetings and incentive programs as well as association and not-for-profit conferences and events.

We provide flawless advance and on-site program logistics including site selection, contract negotiations, budget management, web-based registration and speaker and sponsor management.

As importantly, we realize that building awareness and attendance for your customer event, seminar or conference is critical to its success. Our staff will work with you from the earliest stages of planning to develop a well-conceived event marketing strategy that will identify your target audience, develop key marketing messages, design a strong visual identity, and recruit attendees.

In addition to our in-house expertise, we work with an established network of proven and trusted business partners who provide a full range of event and marketing services including advertising and media strategy, video and post production, 3-D animation production, market research, speech writing, and ROI and Business Impact studies. This network enables us to assemble and manage a highly skilled team to market and produce your event or conference. If you need help from the early planning stages or last-minute supplemental consulting services, we can accommodate your time line and needs.

MEETING MANAGEMENT SERVICES

- Site Selection
- Contract Negotiation
- Budget Management
- Speaker & Sponsor Management
- Advance and On-site Logistics
- Audio Visual Production
- Stage Design and Lighting
- Entertainment
- Transportation
- Off-site Events
- Guest Programs & Leisure Activities
- Team Building and Leadership Programs

EVENT MARKETING SERVICES

- Web-based Registration
- Event Website Development
- Event Identity Development
- Direct Mail Production and Distribution
- Telemarketing
- Event Collateral
- Pre and Post Event Surveys
- ROI and Business Impact Studies
- Email Marketing

MARKETING COMMUNICATIONS SERVICES

- Advertising and Media Planning
- Graphic Identity Development
- Brand Name Creation
- Video and Post Production
- Search Engine Optimization and Marketing
- Speech Coaching, Writing and Media Training

CONTACT US:

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