

# Events Management.



## Events Management.

I-Vision understands the increasing interest in the business of event management reflected by the large number of international and local exhibitions and conferences held annually around the globe in various sectors.

I-Vision is experienced in managing an extensive range of trade shows and special events. With its high standard services, the company provides its services in the event management industry in the most innovative, professional and flexible way. We approach the industry with deep commitment to customer satisfaction.

I-Vision organizes public events according to main factors and specifications, such as type of event, location, duration and other relevant elements.



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**vision**  
I-VISION GROUP

I-Vision for Events Management organizes different types of promotional public activities in business:

- **Trade and industrial exhibitions:** Commercial and industrial enterprises rely largely on trade shows since they provide great opportunities for new business agreements. I-Vision expertise in organizing trade shows can ensure your business's expansion and future success. We offer many packages of services including arranging for sponsorships through wide network, designing and hosting the event, in addition to comprehensive logistic services.

- **Conferences:** holding conferences is an effective way to promote and broaden work prospects.

I-Vision organizes conferences that address various industries with domestic and global focus.

- Seminars.
- Corporate, product and project inauguration ceremonies.
- Gala dinners.
- Press conferences.
- Sports championship ceremonies.



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## Event organizing services include:

- Venue options and bookings.
- Booth design: A well designed booth helps attracting more visitors. Some basic elements need to be considered such as light and space allocated for the booth as well as the general theme design of the other booths around. I-vision has excellent skills in booth design.
- Fund raising and finding sponsors for the event.
- Travel and accommodation reservation.
- Supplying the event with the bags, folders and badges.
- Supplying the event with the printing materials, banners and signs.
- Supplying the event with the Audio Visual equipment and simultaneous interpretation.
- Distributing the event badges, packages and seating arrangements for participants.
- Registering services for participants including collecting registration fees.
- Bringing catering offers.
- Supplying other facilities such as, car rental, tourist packages and visa permits, Meet & Assist at the airport for VIPS.



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