

CONFERENCE SERVICES

Knowing your conference is in good hands

Conference management services tailored to your goals

Let's
meet

Conference services

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Our services include:

1. Conference Bid Support
 - Lobbying support and advice
 - Assistance in the creation of the bid proposal
2. Venue Sourcing
 - Negotiating rates and contract details
 - Destination feasibility study
3. Conference Delivery
 - Conference logistical management
 - Registration services
 - Programme management
 - Financial management and budgeting
 - Social and creative event services
4. Conference Promotion
 - Event branding and marketing
 - Press releases, advertisements and press coordination
5. Exhibition Management and Sponsorship
6. Conference Travel and Accommodation
 - Accommodation and official housing services
 - Online ticketing and travel bookings
 - Ground transportation

Some of our Clients:

ESCMID (European Society of Clinical Microbiology and Infectious Diseases)

Congrex Service: Core PCO



EAACI (European Academy of Allergology and Clinical Immunology)

Congrex Service: Core PCO



Successful conferences inspire and motivate but also involve hours of planning, administration and coordination. Not having the right systems, experience or perhaps extra resources means you need to enlist the help of a seasoned professional.

Congrex can proactively manage your conference from the beginning until the end. Take advantage of our resources and experience as we have professional teams trained to manage and coordinate your conference with outstanding service and passion.

The Congrex Difference

Anyone planning their next conference can benefit from:

- More than 25 years of experience in complex project management
- Staff with a broad range of knowledge from different types of projects in a variety of industries
- International presence through centralised offices and worldwide network of partners, destinations and venues
- State-of-the-art and in-house created "client facing" system with seamless participant interface (Registration, Finance, Travel booking)
- Time and cost savings due to proven efficient processes and optimal financial control
- Knowledge of the latest conference technology and learning theories in order to maximise educational experiences for participants at meetings
- Preferential negotiated terms and conditions with venues that are specifically designed to meet client needs and added value support from city destinations
- Preferential terms and pricing with key supplier services such as accommodations and meeting suppliers
- A wide knowledge pool and network for associations, corporations and governments from which to leverage resources

"It would have been an immense, and possibly unachievable, task for us to organise the registrations, financial transactions, abstracts, venues, catering etc ourselves. Probably the most important decision we made as organisers was to get you involved."

Dr. Stuart W. Gibb, Director, Environmental Research Institute

"We have had nothing but praise from participants for the smooth operations of this conference and we are appreciative of the amount of effort that went into making sure everything ran seamlessly."

Dermot Kelleher, Honorary Secretary Association of Physicians of Great Britain and Ireland