



## Professional Congress Organisation (PCO) & Exhibitions Management

What makes a PCO different from other event organisers is its capability to cover a very large variety of areas and competencies. The ways to contract a PCO are as numerous as the services and competencies offered. Each service can be contracted as a stand alone performance or as a part of a larger and integrated offer.

### Our tailored services

#### Pre-Congress & On-Site Management

We can manage all the necessary actions and services leading to the organisation of your event:

Abstracts handling / Exhibition & Sponsoring sales and management / Budget Building and financial controlling / Participants registration / Hotel accommodation management / Web mastering / Catering / Signage / In rooms technology / Speakers handling / Transportation / Temporary staff / Security / ...and many more

#### Post Congress Management

Now that your event has been a tremendous success, we will take care of conducting post-event evaluations; Conducting internal and external debriefings; Issuing reliable statistics; Managing the payment of all invoices; Reviewing and controlling the event budget; ...and many more.

#### Sponsorship & Exhibition

We take care of all administrative aspects of the sponsorship & exhibition sales and management, maximizing sponsors investments and ensure an ongoing relationship with the industry. Our Sponsorship & Exhibition Team specializes in developing a sales strategy to identify potential sponsors and exhibitors, we also manage pre-congress administration and on-site delivery of sponsors' expectations and entitlements.

#### MCI Values

Each of our collaborators are well trained, competent, dedicated, multicultural, accountable, reliable, and passionate! We will build a community around you and will focus on you and your goals while turning your event into a tremendous and memorable success.

## The challenges we solve

§ Tired of re-inventing the wheel and explaining the same rules year after year to different partners? Tired of having your event quality going up and down according to the cities and venues visited? Our Core PCO activities will enable us to build a team around you that will follow you and your event year after year, from city to city, ensuring a stable quality and financial outcome

§ Looking for up to date registration, hotel accommodation, speakers' presentations or abstract handling software? We can make these tools available for you and customise them to meet your needs.

§ Your sponsors are disorganised, versatile or dispersed? Let us help you do some cleaning and share with you some of the successful strategies implemented to maximise sponsors investments and ensure an ongoing relationship with the industry.

§ You are facing a brand new situation that you did not experience before? Let us put our experience and innovative skills at your disposition to find together the best solution to fit your needs and your finances, ...and many more.

§ Proven track record in delivering to budget expectations.

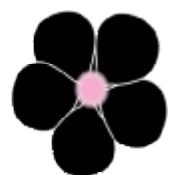
§ Thorough knowledge of venues and exhibition facilities worldwide.

## Why MCI

MCI has built its name managing events since 1987. Our understanding of the PCO market and our specialised management skills are used worldwide on average 1,500 times a year for events welcoming 50 to 19,000 participants.

In addition to our organisational excellence, MCI is proud to be a proven innovator. We make our customers benefit not only from a wide and long standing experience, but also from the latest technological, ethical, social and our thought leadership.

With over 1,000,000 hotel room nights booked annually, and by running events all over the world, we have developed strong relationships with all kinds of suppliers, allowing our buying power to work for you.



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