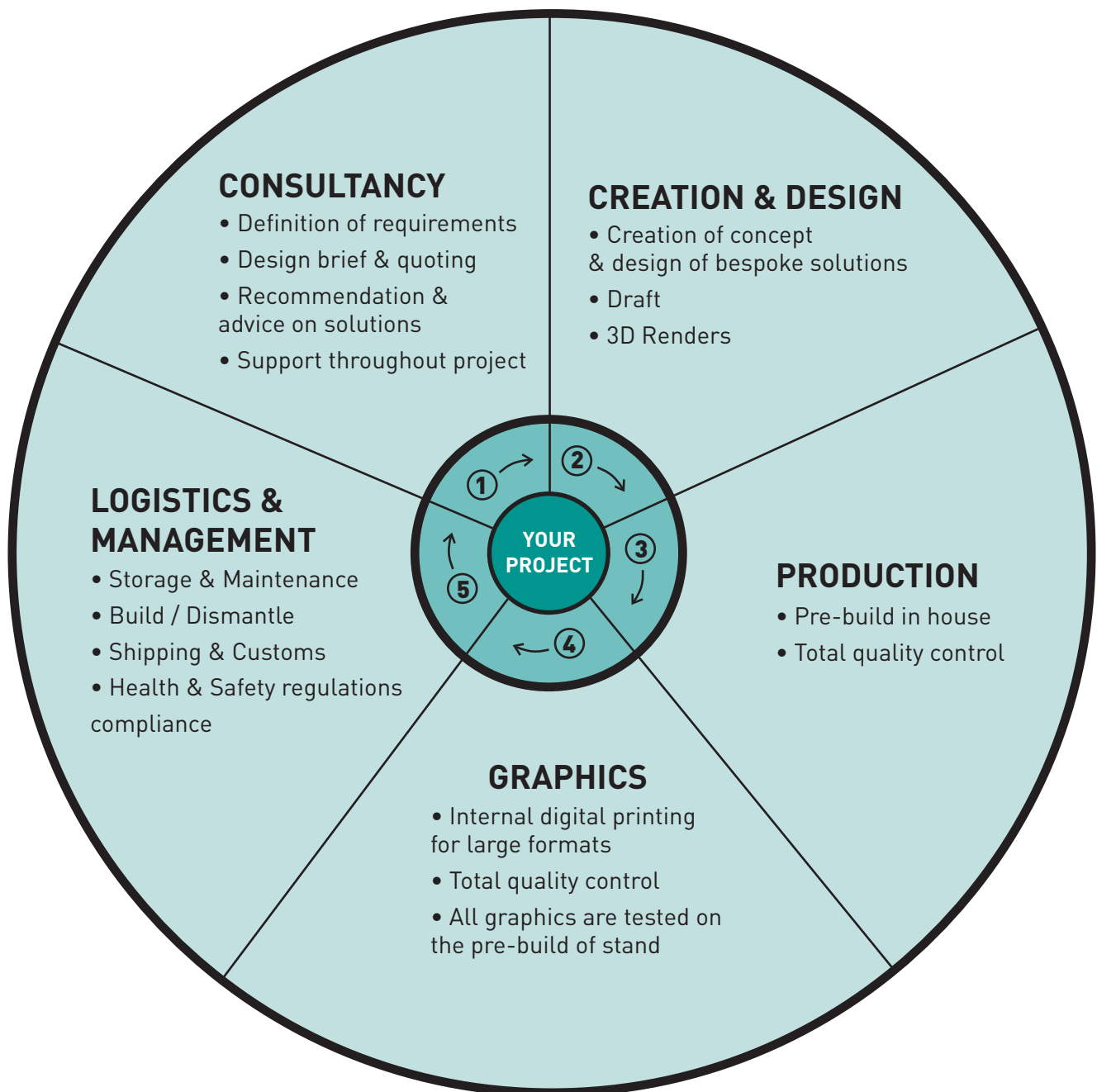


## Project Management

From the initial concept to post-event follow up, our project management will ensure a smooth, stress free event and enable you to concentrate on your core activities





## Project Management

- **Single point of contact:** at the beginning of the project you will be assigned a dedicated Project Manager who will answer all of your questions and ensure that the project is run and delivered on time and on budget.
- Our project management wheel describes the 5 main stages of a standard project:
  - **Consultancy:** working with you we will define your requirements and suggest solutions tailored to your budget
  - **Creation and Design:** we will then create an initial 3D design
  - **Production:** once the design has been finalised we will move to production. All of our stands are entirely built and thoroughly checked on our production premises prior to being shipped to the venue
  - **Graphics:** Our in-house large format digital printing facilities ensure we have total control over the quality of the graphics produced
  - **Logistics:** we manage the entire logistics process including shipping, build/dismantle, storage, health and safety compliance, customs and other administrative procedures
- For companies exhibiting abroad, our project management services also include:
  - **Translation services:** company literature, presentations, promotional or training videos
  - **Pre-conference assistance** such as advertising
  - **On-site local staff** to assist you generate qualified leads.
  - **Post-event follow up**

For more information, contact us

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