

CONNEXUS TRAVEL — YOUR CONFERENCE & EVENT PARTNER

HONG KONG LEADERS'
CHOICE 2011 —
EXCELLENT BRAND OF
CORPORATE TRAVEL
MANAGEMENT

— Metro Finance

2013-2016 THE
MOST FAVOURITE
BUSINESS
TRAVEL AGENCY

— U Magazine

GIVE US
A CALL

To find out more about how
Connexus Travel can help you plan
your next event, please contact:

Conference & Event Management Team
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Licence No. 350001

CONNEXUS
全旅達

CONFERENCE & EVENT MANAGEMENT

If you are looking for a highly professional event organiser to help you run an important regional conference or launch a new product, Connexus Travel's Conference and Event Management Team are ready to help. With over 20 years experience and an unmatched track record of organising successful events from corporate meetings of 10 people to institutional seminars of 300 or major regional conferences for up to 20,000, we are committed to delivering an impeccably run and perfectly organised event.

WHO WE ARE

Our specialist consultants will work hand in hand with you to develop a customised programme tailored precisely to your needs. We will then handle all the details and ensure that your entire event is run perfectly from start to finish.

AN ORGANISER YOU CAN TRUST TO DELIVER AN EVENT BEYOND YOUR EXPECTATIONS

WHAT WE OFFER

WHAT MAKES US SPECIAL

EVENT AND CONFERENCE PLANNING

- ▶ Daily programme and agenda design
- ▶ Event budget plan, financial control and secretarial support
- ▶ Arrangements for speakers and submission of papers
- ▶ Technical visits, pre and post tours
- ▶ Social connectivity and spouse programmes
- ▶ Sponsorship marketing
- ▶ Contingency planning and crisis management

LOGISTICS

- ▶ Air reservations and travel arrangements
- ▶ Hotel room reservations
- ▶ Meet and Greet services, VIP protocol
- ▶ Transfers for airport / hotels / venues / events / VIPs
- ▶ Fully-owned 'Airport Limousine' company
- ▶ Supply chain management

ONSITE MANAGEMENT

- ▶ Programme rundown
- ▶ Registration desks, VIP and speaker receptions
- ▶ Audio-visual equipment hire and coordination
- ▶ Multilingual simultaneous translation
- ▶ Catering and seating plans coordination
- ▶ Directional signs and admission / crowd control
- ▶ 24-hour hotline service

STATE-OF-THE-ART INFORMATION TECHNOLOGY

- ▶ Designing efficient websites for event promotion and registration
- ▶ E-conference engines for registration and real time management of hotel bookings and programme selection
- ▶ Exhibition visitation and visitor data management
- ▶ Mobile technology at venue
- ▶ Post-event MIS and analysis reports

STRONG SUPPLIER RELATIONS

- ▶ Established partnerships with airlines, hotels and ground operators
- ▶ Experience and track record in negotiating competitive rates
- ▶ Partnerships for efficient processing and cost-saving benefits
- ▶ Priority for new vendor initiatives, technology, services and equipment

SPECIALISTS AND TEAMWORK

- ▶ Over 30 full-time Professional Conference Organiser (PCO) specialists
- ▶ Highly trained and ICCA certified team leader and PCO operation staff
- ▶ Multilingual staff for onsite support
- ▶ Design and customise staff uniforms for different events
- ▶ A member of the Global Star, worldwide agency network to facilitate execution

ONE OF HK'S MOST RESPECTED TRAVEL ORGANISATIONS

- ▶ The first travel agency licensed in Hong Kong (licence no. 350001)
- ▶ Over 65 years of experience as a leading Travel Management Company currently employing over 360 staff
- ▶ Strong Greater China network with branch offices in Beijing, Shanghai, Taipei and Hsinchu
- ▶ Long established member of IATA, ICCA, PATA, ASTA, HKTIC and HKECIA

A TRACK RECORD OF OUTSTANDING EVENTS

We are extremely proud of all the events we have helped to organise. Our most recent successful events include:

- World Congress of Accountants
- 14th Session of the Commission for Aeronautical Meteorology of WMO
- The International Digestive Disease Forum
- World Fire-fighters Games
- Pacific Asia Travel Association Travel Mart
- Lions Clubs International Convention
- Asian Patent Attorneys Association General Assembly & Council Meeting



Themed event



Meeting



Opening ceremony



Gala dinner



International Congress



Spouse programme



Conference



Entertainment at gala dinner