



1995 – 2017

Global Development is a première corporate meeting and event provider that our partners and customers depend on to support their overall marketing strategy.

Services at a Glance

- Offsite Meetings
- Team Building Activities and Recognition Events
- Event Design – Theme Development – Production & Execution
- Agenda Planning
- Presentations
- Venue Inspections
- Program Logistics
- Entertainment and Speakers
- Registration Services and Staffing
- Contract Negotiation: Hotel, Vendors, Products & Services
- Travel Reservations: Airline & Ground Transportation

Event Architecture and Design Development

Global Development starts by understanding your meeting’s objectives, then we architect the appropriate event messaging and design elements incorporating the latest technology and best-in-class practices that engages and delights your attendees. The output is a specific approach that will embody your event and company brand while producing high levels of attendee engagement and an overall dynamic program experience.



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Why Choose Us

Global Development's friendly, dependable and professional team members are committed to your success. We understand meetings are an investment in building and nurturing relationships with your employees, partners and customers. We're committed to a in-depth understanding of your program so we can recommend event planning and creative elements that best align with your overall objectives. We understand and practice the following relationship attributes:

- Value
- Quality of Customer Service and Deliverables
- Experience and Industry knowledge
- Creativity
- Quick Turn-Around

Global Development clients benefit from:

- Extensive industry experience
- Superior, innovative events and services at cost effective pricing
- Industry professionals with deep expertise and first-hand knowledge of venues and vendors
- Skilled negotiators who protect you from liabilities and represent your best interests in negotiating contracts
- Customized proposals and cost analyses for your meetings and events based on your meeting objective
- The freedom for you and your internal teams to focus on the content and strategy of your meetings
- Risk management services including due-diligence on hotels and vendors to ensure financial stability
- First-hand knowledge of global industry trends in the meeting and event industry





Venue Selection and Contract Negotiation

Global Development Meetings and Events professionals will identify the appropriate venue for your meeting based on your objectives, and we will facilitate the contractual process. Our long-term relationships with our industry partners lets our team negotiate competitive pricing, terms and conditions on hotel and vendor contracts.

Destination and Travel Management

To help you decide on a meeting destination, our team analyzes cost and budgets and identifies the most economical destinations based on your attendees' points of origin. Our travel industry expertise and knowledge of procurement principles lets us create strategies that maximize process efficiency and drive cost savings. We keep you informed of properties we believe align with your overall meetings and events. Our meeting professionals process begins with exploring hotel properties that meet your requirements. We distribute RFP's and collect proposal results with availability calendars. These summary's assist you when comparing destinations, rates and concessions. These sound practices help you to determine whether to pursue site inspections, negotiations and contracting.

Onsite Registration Services

We provide dependable, personable and experienced industry professionals to manage the onsite registration process and hospitality desk at your event. We can also work with your in-house team individuals who represent your brand and deliver partner interaction. We script out and brief staff about the activities, restaurants and entertainment options in your meeting destination. Additional information can be distributed via apps, know-before –you-go Marketing Communications and campaign reminders to encourage effective attendee schedules.

Event Design and Attendee Experience

Global Development has been providing all facets of design agency services and production processes for over 20 years. We start with a full understanding of your meeting's objectives, then we create the appropriate event design and messaging elements that incorporate the latest industry trends and technology. The result is an overwhelming and delightful attendee experience on a par with the exceptional.





Speakers and Entertainment

Having the appropriate subject matter professional or entertainment for your audience and theme is critical to your programs success. Global Development will help you make the best selection for your audience profile. We navigate the contractual requirements, specific logistics, and coordinate the arrivals, rehearsals and schedules so you don't have to.

Offsite Events

Many events have an off-site component that lets your guests experience local activities, attractions and native cuisines. Global Development will customize a proposal to include unique off-site destinations and will coordinate all components of the unique one of a kind experience including:

- Attractions and venue options
- Designing theme, décor elements while applying Corporate branding that carry's over to all touch points
- All aspects of production including lighting, sound, staging, audio-visual presentation, floor plans, presenter rehearsals, agenda schedules and show flow
- Secure and manage entertainment and speakers
- Create memorable Food & Beverage Menus
- Coordinate all logistics include Arrivals, Registration, Meeting Space and Transportation

Teambuilding and Adventures

A team-building activity is good way to enhance your meeting or event and engage your attendees and partners. Global Development customized team-building activities help your attendees network and get to know each other's strengths and abilities while motivating them to achieve the goals and objectives of your organization. Based on your group's profile, we can develop a range of activities that reflect their interests including:

- Arts, History & Culture
- Science & Technology demonstrators
- Site Seeing & City Tours
- Fishing and Sailing
- Exploring Outdoor Adventures
- Golf Activities
- Culinary Experiences
- Spa Treatments





Budget Management and Development

Global Development will assist in developing your event budget and provide detailed costs and status reporting to track your spend and ensures we stay within “on budget” from start to finish.

Account Management and Reporting

Global Development’s Account Executives handle the entire life cycle of your event including:

- Defining Event Success Metrics
- Sourcing and Procurement of Hotels and Venues
- Vendor Management
- Creative Website development
- Attendee Registration and Reporting
- Event Management
- Post-Event Reporting
- Attendee Surveys
- Final Roll-up analysis for your meeting that includes: Cost breakdown by category, savings achieved through negotiations, new opportunities.

Post-Event Report

A post-event report provides the complete history of your event to help you plan future events and leverage your overall business with vendors, resources and hotels.

Post-Event Online Surveys

Event evaluation processes provide you with the attendee perceptions of your event and help determine whether you achieved your overall goals and objectives. This data provides valuable insight on where your event succeeded while identifying improvement opportunities.

Vendor Management

With over 20+ years in the business we’ve developed numerous long-term relationships with our contractors and partners. We only do business with proven professionals and supplier that understand the expectations of excellence in delivery and service performance. Each team member understands the common goal to ensure our clients have a successful event.





Security & Risk Management

We safeguard information, people and property at our meeting and events. Our Risk Management plan begins during the planning phase with preventative measures at the contract and negotiation phase and continues during throughout the event.

Project Management and Event Logistics Leadership

Your Global Development program manager works closely with you on every detail as your primary point of contact from day one:

- Our process includes working closely with you to ensure your marketing and communication strategy is implemented
- We purpose and execute creative elements for your meeting and event based on your unique objectives
- We track and distribute a shared project plan to eliminate budget surprises or add-on costs
- Logistics for your event destinations is based on your defined criteria and goals
- Our proposals are all-encompassing including venue services, theme development, marketing communications, website and registration, activities, entertainment, speakers, and air and ground transportation

Event Creation and Production

We excel at the creative and production process with the most creative teams on the planet. Global Development will manage the creative, manufacturing, execution and logistical components of your event including branding your event design, offering staging options, defining floor plans, audio-visual production, show flow, sound, lighting, video and security; all details as carefully outlined in the clients playbook and during the timeline review sessions so you arrive to your meeting with all your questions answered and pre-approved by you.

Floor Plan Design

We create floor plans that reflects your meeting, event and trade show requirements by carefully addressing traffic flow, technology, presentation requirements. A successful floor plan must successfully engage attendees with your speakers and entertainers – this is accomplished with the right environment, room configuration and working team.





Transportation Management and Logistics

Getting you and your attendees to the event involves planning efforts that can't be taken for granted. Transportation can create a long lasting first or end impression for your guests which is why Global Development provides high-quality and efficient transportation planning. All aspects of travel are analyzed including arrival greeters with visible signs, carefully monitored traffic patterns and consideration of local happenings which might effect any portion of your offsite agenda. We leverage dedicated experts with the most cost-effective – quality redundant transportation plans without any single points of failure.

Food and Beverage Management

Global Development will customize menu proposals based on your budget and overall group profile. We pride ourselves on keeping current with culinary trends so we can provide creative and healthy alternatives. A detailed food and beverage spreadsheet, which Global Development provides prior to your event, helps ensure you stay within budget.

Event Objectives and ROI

Global Development's industry experience out performs your expectations. Our team of professionals create exceptional meetings, incentives, and events that drive business results. With well-thought-out objectives we align each event deliverable with your objectives including:

- Strategic Communications
- Target Audiences Messaging
- Applied Branding
- Executed Content
- Innovative Themes
- Entertainment
- Engaging Activities
- Memorable Gifts
- Informative Surveys





Event Collateral

Adherence to your sales and marketing strategy is crucial to the success of your event. To promote and represent your company in the best way, our Global Development team will design and write the content for your event collateral including:

- Save the date
- Web content
- Announcements
- Name badges
- Agendas
- Banners
- Collateral
- Digital messaging campaign
- Menus
- Social media

Website Design

Global Development will design and host your event website based on your Corporate policy's. Services include:

- Customized registration page.
- Customized link that is specific to your event
- Travel, hotel registration and activity management
- Attendee registration management
- Revision, cancellation and special request management and monitoring
- Data security and storage
- A customized mobile app. Not all clients have their own events apps incorporated into their marketing efforts. Global Development event apps keep your attendees connected and engaged before and during your event. It's a fast and easy way for attendees to access event details and receive immediate alerts about updates and changes to your agenda.
- Surveys during and post-event are a valuable tool in measuring your attendee experience, areas for improvement and ROI.





Gifts and Promotional Items

To promote and reinforce your brand and messaging to your event's attendees, Global Development recommends and secures creative, unique and customized promotional items and gifts that resonate with your event's overall theme and messaging. Our team will brainstorm ideas and we'll develop a customized proposal that aligns with your brand and budget.

Fulfillment Services

Global Development will coordinate and manage all your fulfillment needs pre-event, on site and as a follow up. Our fulfillment service include:

- Planning and design an attractive first impressions package tailored to your event budget and theme.
- Warehousing: Storage, inventory and cataloging for repeat needs or scheduled distribution or campaigns
- Kitting: Labor, packaging and presentation solutions. Includes assembly, shipping and tracking
- Registration Packages: Such as name badging, meeting materials, promotional give-a-ways
- Room drops: Coordinate and organize guest room deliveries with hotel staff

