

Conference and Logistical Support

With nearly 20 years of meeting and conference planning for local to international venues we can meet all of your conference and meeting planning needs before, during, and after the event. TBG utilizes a proprietary process to optimally support conference and logistic needs, to move people and materials from one place to another. Our systematic project management planning anticipates client's critical needs and on-site

implementation. Our deliberate focus on both the people and tasks at hand, provides inspired results for our clients.

Our experienced and certified meeting professional's team with certified management consultants facilitate nearly flawless, effective meetings and work sessions. We have received many accolades from participants and clients. We have the organizational structure to capture the best practices for our *TBG Conference/Logistics Gateway*[™].

TBG Conference/Logistics Gateway[™]



ACTION

Address client's needs:

- Mission
- People
- Materials



REACTION

Plan/Prepare/Anticipate:

- Place

Inform/Move:

- People
- Materials



FACILITATION

Support client's action:

- Address unexpected needs

Manage client's action:

- Pre/Post on-site support
- Address special needs



COMPLETION

Follow-up client's action:

- Reimburse people
- Receive feedback
- Create summary
- Update database

*Throughout each step of the *TBG Conference/Logistics Gateway*[™], TBG's team of *Certified Meeting Planner(s)* (CMP) are always anticipating, communicating, and coordinating to help our clients make critical decisions, validate ideas, and deliver inspired results.