



## Registration for Corporate and Incentive Meetings

Corporate and Incentive Meetings are directed to your most valuable people – important clients, senior colleagues, and your most productive employees.

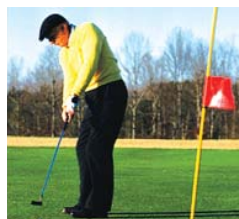
MeetMax is a registration system that reflects their importance to you. It is flexible and easy for your guests to use. It can be easily customized to include logos, pictures, information sheets and much more.

MeetMax has been designed for activity-rich corporate and business meetings. The features and capabilities have been refined over 4 years by MeetMax's highly demanding banking sector client base.

MeetMax allows you to manage all aspects of the event – but we provide as much customer support as you need to get set up.

For more information  
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### A registration system as sophisticated as your Event.



MeetMax lets Attendees sign up for a specific slots - and even view who else is playing golf (and when) before choosing. They can select a caddy, a cart, left-handed clubs and a chicken sandwich.

You can communicate all these details to the club house in a single report, so that everything is ready at tee time. You can also send a mini-blast email to all golfers - reminding them of dress code.



MeetMax lets Attendees or guests sign up for specific spa treatments, so the Spa can be sure to have the right staff on hand.

Whether it's a Swedish massage, or a facial, let your guests choose their preferences.



MeetMax makes it easy to manage multiple room blocks for multiple hotels. You can send rooming lists to the Hotel, get confirmation numbers for each room, and lock reservations.

Blast email confirmation numbers to Attendees. Reservation details are also included on main Activity Schedules for each Attendee.



MeetMax lets you keep track of Event costs - which dynamically respond as more Attendees sign up. Check your budgets online from anywhere - without having to manage multiple spreadsheets.



MeetMax allows for scheduling private meetings between your Attendees and other Event participants - senior management, designated experts, market specialists. Meetings appear on Attendees' activity schedules.

MeetMax is the market leading technology for 1X1 meetings.

# MeetMax - Summary of Features

## Maximise Attendance

- Customize your registration form to your exact needs
- Blast email a well-designed E-Vite to your audience to speed up registration
- Receive notification with new registrations
- Usernames allow attendees to log back in later to update information

## Event Activities

- MeetMax offers by far the most flexibility for taking Activity sign-ups
- Specify time slots for each Activity
- View other participants
- Offer unlimited custom options for each Activity – eg massage types for Spa, caddy or clubs for golf – with prices where applicable
- Use the Room Credit method of letting Attendees pay for Activities

## Event Budgeting

- Sophisticated cost capture lets you track your spending
- Incorporates fixed and per head costs, and allows for guaranteed minimums
- Travel expenses or gifts can be attached to specific Attendees.
- Room Credit expense included
- Hotel Rooms paid for by Host included.

## Hotel Room Block Management

- Specify your room block by night, by hotel
- Easy reservation of rooms by Attendees.
- System allows for Attendee paying for room or host
- System prevents overbooking of your room block
- Easy communication with hotel to get confirmation number.
- Easy to communicate confirmation numbers to Attendees

## Private Meeting Scheduling

- MeetMax is unique in providing easy private meeting scheduling between Attendees and Target Companies or Individuals
- Attendees indicate meeting requests at registration
- Designed for demanding Investor Conference managers
- Applicable to any type of 1x1 or private meeting activity.

## Reports and Communications

- Personal Schedules for each Attendee – hotel, transport, activities, meetings
- Easy emailing of schedules, E-vites to Attendees and room lists and activity lists to resort
- Easy to email subsets of Attendees – eg those playing golf, or those with no hotel reservation
- All data easily downloadable to excel – very user friendly.