



iSPARK

EVENT CHECK-UP

Find \$ in your budget you didn't know you had

Access our **trusted list of event suppliers** who offer the iSPARK discount

Avoid costly **hidden charges** in your venue contract

- *Do you manage your events in-house, but are not sure if you are managing them efficiently or making cost-effective decisions?*
- *Do all of those event supplier agreements and estimates on services sometimes boggle your mind?*
- *Have you ever prepared an event budget only to realize after the fact that you missed some hidden costs?*
- *Are the satisfaction levels of your event attendees being impacted by your less than efficient processes onsite?*
- *Are you over-budget with your event and are not sure how or where to cut without making major sacrifices?*

If any of these scenarios sound familiar, you are in need of **iSPARK's Event Check-Up** service!

FEELING DRAINED?

Many organizations are draining their internal resources (both human and financial) because the people designated to manage their events are lacking an objective, outside perspective or are missing tools in their tool box that would help them better negotiate with suppliers and venues.

We can help!

Our team will come in and analyze your event from a logistical perspective, review supplier agreements, budgets and your event critical path to identify areas where you can save money and time.

We **guarantee** we will find money in your budget that you didn't know you had + we will identify new ways to do things that will save your staff frustration, time and money.

We will also pass over our trusted list of suppliers and contacts who will extend their iSPARK friends and family pricing to our clients.

OUR GUARANTEE

We are so confident that we can find ways to make your event more efficient and save you money that we guarantee our service. We will refund your money if we do not find ways to put at least \$2500 back in your pocket. This auditing service pays for itself!

\$2500 | Off-Site Audit

A remote evaluation of your event done by conducting a thorough review of your supplier agreements and quotations, critical path and event budget and any other planning documents you can provide. We can do this pre-event in anticipation of your upcoming event or post-event to help you plan better for next year. It's your choice.

\$3500 | On-Site Audit (includes 1 day or 2 half-days at your event)

**travel expenses not included.*

All of the above + we will be onsite to see your team in action and identify ways to streamline the event experience for attendees. No more running behind schedule, long line-ups at the welcome desk or unprepared speakers.

\$1000 | Optional Revenues Audit (as an add-on to either of the above services)

If you have a sponsorship or ticketing strategy in place or a trade show element, we'll review your current offerings and strategies and make some recommendations to tweak your programs to help you meet or surpass your revenue objectives.

For more information or to book this service, contact us!

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