

# Conference Event Management



KDM is established as a leading specialist provider of conference production, team activities, themed events and associated logistical travel services, with over 28 years experience.

Since its inception, KDM has been providing creative solutions to communication needs and has an impressive track record both in terms of financial performance and creative delivery.

The success of KDM in the organisation, production and running of conferences, incentive trips, team activities, themed events and company meetings has been based around the core values of good planning, attention to detail, creativity, proactive consultation and above all, always having watertight contingency plans. We look after as little or as much of the whole programme as our client requests, from concept to completion, allowing them to maximise their time with important staff, clients and customers.

We operate with discretion; your events are our business, not an advert for ourselves. It is important that you take the plaudits, not us. With production offices situated in both Staffordshire & London, our objective is to work in partnership with you, working to your brief, but providing you with an imaginative solution to your specific needs, utilising the creative skills of our team to give you an impactful and memorable event.



Our desire is to develop the client/supplier relationship into a partnership rather than only being a provider of services. This is based on the Company philosophy:

- Personal service
- A strong understanding of our clients' business objectives
- Commitment and continuity of personnel
- Attention to detail
- Excellent value

We have the proven capability and resources to coordinate your entire event, taking as much or as little off your desk as is required. Whatever your needs, whatever the event, we work effectively within your team in a friendly and professional style. Choose from a single service, a few specialised areas or simply rely on us to plan the entire event, secure in the knowledge of our proven ability.

Midlands & North West:

T 01782 646 300

E [events@kdmevents.com](mailto:events@kdmevents.com)

London & South:

T 020 8404 0034

W [www.kdmevents.co.uk](http://www.kdmevents.co.uk)

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## Our Services

- Venue search in the UK and overseas
- Negotiate the best possible rates on your behalf
- Research, recommend and plan creative projects including theming ideas
- Recognition and reward programmes - monitoring, measuring and evaluation
- Creative communication strategies
- Presentation skills training
- Rehearsal facilities at all stages
- Comprehensive registration management including website facilities
- Full Data management
- Facilitation and Training including lifestyle profiles
- Coordinated venue and travel arrangements including flights
- Secure programme logistics and contingency plans
- Total project management from concept to delivery
- Total design and theming
- Full design and print studio, operating the latest technology
- On-line and off-line AVID video editing facilities
- Full multi-media capability - from e-cards to DVD
- Professional "people management" on the day
- Post event evaluation and measurement

## Our Skills

- Recognition of your objectives - to inform, to educate or to reward
- Specialised meeting and worldwide operations expertise
- Creative, practical and results-driven production
- Communication and motivation programmes
- The proven resources to ensure the success of your event
- Fully developed IT infrastructure - data management entirely in-house
- Reputation for excellence - always exceeding your expectations
- Unpretentious but creative approach to your needs
- Proven ability to excel – just ask our clients
- Track record of customer satisfaction
- Delegates always treated as individuals
- One stop shop offering you excellence in logistics, multimedia, interactive experiences and conference production
- Professional and creative solutions project managed without hidden costs to you
- We always remain within budget

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