



CHECKLIST FOR EVENT ORGANISING

With a new year, comes new plans that requires new events. There are however many important factors to take into consideration when organizing an event.

- Professional organiser
- Purpose for organising event
- Reliable and professional service providers
- Proven system and structure
- Checklist for organising an event
- Flexibility
- Management Skills



Enquire about Conference Link's handy booklet with guidelines on how to organise a successful event, or contact us for a quotation.

Where is your project going?



Are you planning a new campaign to put your brand or company back on the map? Do you have a long list of objectives that you wish to achieve but you don't have an idea where to start? A project or campaign is no longer a point on the agenda that you can merely tick off, it needs to be carefully planned and executed to achieve the desired results and make an impression in a world filled with ordinary events.

Conference Link has extensive experience in the field of Project Management and has successfully pulled off several projects in recent years. Apart from simply organizing the various parties involved in a project, we pride ourselves in making sure a client's specific objectives are met, from concept to conclusion. A project needs to deliver on certain promises or outcomes, changing behaviours. In order to achieve this, your project needs to be sustainable with continuous messages that strengthen your objectives.

We would love to meet you!

Quality Technology available to you

Congress Technology offers quality communication and presentation technology that allows people to connect from across the globe.



Conference Link keeps a close watch on international trends and offers packaged solutions that will satisfy your every need and exceed your expectations.

Truly Namibian

Conference Link is proud to be a pioneer in the local meetings industry and our objectives, amongst others, include to:

- build up a resource base of qualified and skilled persons for the industry,
- raise the standard of the Events industry in Namibia
- contribute towards the enhancement of patriotism through sector capacity building programmes



We are true ambassadors of Namibia and 100% committed to Vision 2030 and beyond!

Read more about our involvement in the Nationhood and National Pride campaign, as well as our unique Ambassadors Training Programme..

Our services include:

*PR, Marketing & Branding *Launches, banquets, festivals and gala events * Conference Management * Sponsorship & Strategy Management * Feasibility studies * Training Programmes *And more...*

CONFERENCE LINK is ready to assist you.

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