

# FREE SERVICES FOR SPORTS GROUPS FROM FOX CITIES CVB



## The Fox Cities CVB is here to help you...

### CHOOSE THE RIGHT LOCATION

- Provide a sports facility guide with detailed venue information
- Secure **proposals** from venues and hotels
- Arrange site **tours** of venues and hotels

### PLAN YOUR EVENT

- Help with the **bid** process of large events
- Put you in touch with key facility managers and hotel personnel
- Identify local **vendors** you may need
- **Recommend** attractions, tours, and unique group activities
- Provide entertainment and speaker lists

### SAVE TIME AND MONEY

- Identify **grants** your event is eligible for
- Establish **hotel** rooms blocks and generate follow up reports
- Provide **media** contact information
- Collate welcome packets
- Deliver materials to your venue
- Help provide **volunteers** for event management assistance
- Print name badges with your logo

### ENHANCE YOUR PARTICIPANTS' EXPERIENCE

- Create customized **maps** with venue and hotel locations
- Develop a unique webpage with specific information for your event
- Provide welcome bags with **area information**
- Arrange color guards, official welcomes, and proclamations

To coordinate your FREE Bureau services, please contact:



#### **Matt Ten Haken**

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#### **Adam Schanke**

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For more information on how we can help you with your sporting event, visit [FoxCities.org/sports](http://FoxCities.org/sports) or call (920) 734-3358

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