

Example of Services offered to Meeting Planners by Dublin Convention Bureau

- **A point-of-contact for Dublin:** DCB does not charge any fee or commission on any service. We are here to streamline your efforts and ensure that you deliver an unsurpassed meeting or event experience for your delegates to Dublin.
- **Liaison with local service suppliers:** DCB can introduce you to appropriate Event Planners and Destination Management Companies. Dublin has a well-developed infrastructure of conference service providers with extensive expertise in ensuring meetings and events in Dublin are an outstanding success.
- **Free venue finding service:** If you are considering holding a conference or event in Dublin, simply phone/fax/e-mail DCB with the details and we will contact all appropriate facilities on your behalf. We will then collate this information (showing capacity, availability, pricing and contact details) and return it to you, for your review.
- **Assistance with bids for international meetings:** DCB can help you customise your bidding strategy and create bid documents. We will assist you in identifying bid criteria, including strengths of the local association and achievements of the local industry, to give Dublin an advantage over competing destinations. Our range of promotional material includes videos, brochures and digital images, all of which can be used in the promotion of your Dublin programme.
- **Source endorsement/support from key political, industry and tourism contacts.**
- **“Be a Host” Program:** if you require a local host to help bring the event to Dublin, DCB’s “Be a Host” Program will help source the local host for you.
- **Familiarisation visits:** if you are an international organizer, you may be eligible for a familiarisation visit to Dublin during which you can experience our excellent facilities first-hand. DCB will organise and assist site inspections when appropriate.
- **Assistance in outlining pre and post conference travel options.**

Contact Information:

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