

MSAE Education & Membership Meeting

Meeting Planning Best Practices

Join us on Tuesday, February 28, 2023 from 8:30 am - 11:00 am
at Capitol Plaza Hotel 415 W McCarty St, Jefferson City, MO 65101

\$35 MSAE Members

\$50 Non Members

Register Online at www.MSAE.net

Name _____			Designations: <input type="checkbox"/> CAE <input type="checkbox"/> CMP <input type="checkbox"/> Other: _____			Check Number _____ (Please make checks payable to MSAE)		
Company Name _____			Office Address _____			Billing Address _____		
City _____ State _____ Zip _____			City _____ State _____ Zip _____			Credit Card Number _____ Expiration Date _____ Security Code _____		
Office Phone _____			Email _____			Email to send Invoices & Receipts _____		
Email _____			Signature _____			Charge \$ _____ to my: <input type="checkbox"/> AmEx <input type="checkbox"/> Discover <input type="checkbox"/> MC <input type="checkbox"/> Visa		

Agenda

8:00 am
Registration

8:30 am - 11:00 am
Meeting Planners Best Practices



Missouri Society of Association Executives
PO Box 1574
Jefferson City, MO 65102-1574

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Speakers

This session will include open discussion from local Association meeting planners on the topics of Exhibit Halls, Sponsorships, Promoting Events, Changes in Hotel Needs, and Virtual vs. Live meetings. Learn what others are doing that is working well for them, share what is working well for you and even find out what maybe isn't working so well. If you have material on your exhibit hall, sponsorships, marketing brochures, etc. please feel free to bring a copy!



**2.5 Hours
CAE**