

# Smart planning for success!

Van Zile Travel's team creates  
successful programs around the world!



Meetings \* Conferences \* Conventions

Certified Meeting Professionals on staff to plan and implement every detail of your next program!

- Hotel site search
- Contract negotiation
- Customized registration sites including reporting
- Group air fulfillment
- Program management
  - Meeting space
  - Food & beverage
  - Audio-visual
- Room list management
- Ground transportation arrangements
- Coordination of activities, entertainment, teambuilding events
- On-site staff support
- Final bill reconciliation
- Post event services

Call us today!



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