



### Event and Conference Planning

Our conference and events planning services provide administrative services such as conference location bookings, online registrations and payments, flyers and invitations, links to areas of interest and activities in the local area of the event, directions and means of transportation to the events, bookings for speakers and assistance with air travel. Along with our professional and dedicated support services, we arrange the best quality hotels, local tour by ground and by sea, as well as limousine services to cater to your needs. Our conference and events planning includes:

- Trade Shows
- Media Events
- Conferences
- Exhibitions
- Workshops

Paramount's meeting specialists offer an all-inclusive service tailored to meet the needs of the attendees and implemented according to the client's budget. Whatever the event, commanding the customer's vision to targeted audiences with detailed diligence is our principal objective. We endeavor to function as an extension of our clients with the mission of building lasting partnership through strategic planning of events and superior services. We aim to give our government and corporate clients a platform to exchange ideas, conduct business, and build strong reputations.

