



VENUE SERIES

2023

REQUEST FOR HOST VENUES

Attract meeting and event planners to your venue!



VENUE SERIES

Connecting event planners with destinations, venues, and services.

The Venue Series attracts qualified meeting and event planners by offering highly creative engagements with destinations, venues and services. By invitation only, we carefully curate a guest list that includes corporate and association event planners, DMC's, site selection firms and premium agencies.

Our attendees are seeking venues and services for everything from small board retreats and client events, to large trade shows and conventions. Exhibitors have the opportunity to meet face-to-face with qualified buyers.

We are currently seeking Host Venues for our 2023 events.

venueseries.com



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VENUE SERIES

www.venueseries.com

EDMONTON, AB MARCH 2, 2023

CALGARY, AB MARCH 3, 2023

KELOWNA, BC APRIL 12, 2023

VANCOUVER, BC APRIL 13, 2023

MISSISSAUGA, ON APRIL 19, 2023

TORONTO, ON APRIL 20, 2023

OTTAWA, ON MAY 31, 2023

MONTREAL, QC JUNE 1, 2023

SEATTLE, WA SEP. 14, 2023

TORONTO, ON SEP. 28, 2023

WASHINGTON, DC SEP. 29, 2023

VANCOUVER, BC OCT. 12, 2023

CALGARY, AB OCT. 13, 2023

MONTREAL, QC * NOV. 2023 (TBA)

Events marked with (*) are potential collaborations with the Canadian Society of Association Executives.

Check out [video](#) from our concept WHISKED AWAY by Venue Series



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PAST EVENT CONCEPTS



Check out [video](#) from concept VENUE SAFARI by Venue Series

EVENT SCHEDULE

STANDARD PROGRAM

12:00 pm	Set Up
1:50 pm	Vendor Welcome Beverage
2:00 pm	Attendee Arrival & Beverage
2:15 pm	8-Minute Meetings
3:45 pm	Prize Draws
4:30 pm	Light Reception & Networking
5:00 pm	Attendees/Vendors Depart

Vendors and attendees engage in 8-minute meetings conducted in a "speed dating" format. Attendees will be asked to move to the next vendor every 8 minutes.

VENUE REQUIREMENTS

- A minimum of 2,500 square feet, up to 8,500 square feet;
- Set up 15 to 40 vendor stations, plus food and beverage stations and a registration area;
- Each vendor stations requires:
 - a 6' table and four chairs, or high tops, with ample space between stations;
 - table numbers are required for each vendor station;
 - access to power;
 - wifi (*for vendors only*)
- Signage directing attendees to the appropriate room is preferred;
- **(Optional)** - a private dining area to host Client Events for up to 15 people, fully catered;
- **(Optional)** - accommodation (if a hotel) for some of our vendors at discounted rates. We cannot guarantee number of rooms, but usually less than 5 room nights.

HOST BENEFITS

- As Host Venue, your property will be the showcase and attract dozens of meeting and event planners to your property for the event;
- Host venues are featured in our invitation campaign, website and social media, gaining exposure to hundreds of qualified buyers;
- Opportunity to take guests on a tour of the property;
- Enjoy complimentary participation in the Venue Series event at no charge (\$1,995 value), including a prime, oversized exhibit location with unique opportunities, such as food/beverage activations.



SUBMIT A PROPOSAL

We intend to select our Host Venues in Q1 2023, ideally in January or early February. Notification will be made via email to the contact person listed in your proposal.

Typically, we work with Host Venues offering:

- complimentary room rental
- complimentary beverages (coffee/tea and Prosecco)
- complimentary wifi (for vendors only)
- access to power (for vendors only)
- parking (if possible)

In exchange, Venue Series provides the Host Venue with complimentary exhibit space at the event and will cover the cost of food (canapés).

To submit a proposal, please email Catherine McGuire (cat@venueseries.com), or make an online submission at www.venueseries.com/host



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ATTENDEES

Our events are strictly by invitation. We conduct in-house research, industry referrals and requests to invite corporate and association meeting and event planners, site selection firms, DMC's, and third-party planners.

Our planners produce small and large events, from corporate board retreats to large conventions and conferences.

Ask to see the registered attendees from past events in your city.



RECENT VENDORS

Our most recent vendors include destinations represented by DMO's, hotels and resorts, restaurants, museums and galleries, conference centres and banquet halls, wineries, chartered yachts, wilderness retreats and more.



CLIENT EVENTS *by* VENUE SERIES

Let us curate a private client event for up to 15 people.

Leverage our member base to curate an intimate client event for up to 15 people (including your team or consortium). Spend quality, uninterrupted time with qualified, targeted buyers.

Client events can take place immediately before or after a Venue Series event to optimize your invested time and travel. This service is reserved exclusively for Venue Series exhibitors. Limited number of Client Events per city on a first-reserved basis.

venueseries.com/clientevents



ABOUT US

Venue Series is produced by Alchemy Agency, a division of O2D Media Inc.

Venue Series launched in 2017 and prior to the pandemic was showcasing dozens of venues with over 30 events across Canada. The Venue Series relaunched in May 2022.

Christopher Hamade

Principal

As founder and principal of Venue Series and Alchemy Agency, Chris is engaged with corporate and association clients throughout North America. He recently presented at the 2022 ASAE Annual Meeting (Nashville), and the 2022 CSAE Summer Summit (Huntsville). Catch him at CalSAE's ELEVATE in April 2023.

e: chris@venueseries.com

Catherine McGuire (Mesly)

VP Business Development

Formerly the VP of Operations at Strategic Site Selection and most recently the founder of Wholehearted, Cat's experience in hospitality, events, and business development span over almost a decade during which she has built strong industry relationships.

e: cat@venueseries.com



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To propose hosting an event, please submit online:
www.venueseries.com/host

Catherine McGuire

VP Business Development
cat@venueseries.com
(647) 228-9739

Chris Hamade

Principal
chris@venueseries.com
(604) 762-4545