Convien

CONVIEN CONCIERGE



We find the optimal location for your meeting.

OUR OFFER

✓ **CO_2 Reduction** ✓ **Cost Savings** ✓ **Faster Planning**

A Fully-personalized, service catered to your travel preferences and to ease the location selection process

Ability to achieve your climate goals without high costs or loss of face-to-face meetings

The insight from our advanced optimization platform without needing software license.

With years of travel and meeting management experience, we've developed 'Meeting Place Finder' our proprietary optimization software that helps us calculate the best results for your next meeting or event based on total costs, carbon emissions, and productivity.

HOW IT WORKS

1. **You send us over your meeting information and invoice data to concierge@convien.com. *(see next page for details)***

2. **We will get back to you with our quote and terms of service based on your meeting requirements.**

3. **After the quote and the ToS are accepted, we will get to work on the projection and return results in a timely manner. *(~1 business day)***

4. **We will deliver an extensive meeting and travel report using our 'Meeting Place Finder' technology with all the necessary decision-driving information.**

5. **Invoice is sent over for final payment.**



WHAT YOU PROVIDE US

The number of attendees and their origin locations *(city, country)*

Up to three potential date & time periods when your meeting should occur

Optional: Info about your attendees' travel preferences (flight class/preferred methods)

Please provide information for invoicing: company name, billing address, VAT number

How Our Service is Priced



We charge a flat-rate fee per attendee origin departure + a fixed handling fee per meeting calculation.

Specific pricing information will be sent over after we've received your meeting parameters.

Contact us to optimize your first meeting today.

www.convien.com
concierge@convien.com

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