

Symposium *live* 

Bespoke Event Management Services

Call 020 7231 5100 or

Email bporter@symposium-events.co.uk

Who We Are and What We Do

SymposiumLive is the creative, resourceful and strategic, live events branch of Symposium Events. We produce many types of live events and work with trade associations, professional bodies and a variety of companies from all sectors.

Our extensive event management experience covers a wide range of live events, including annual conferences, brand promotions, product launches, gala dinners, award ceremonies and motivational team-building away-days.

In addition to the creative flair and logistical expertise you'd expect from the best live event companies, we bring a breadth of commercial, marketing, strategic and public affairs experience to ensure that your message is both carefully honed as well as expertly presented.

Our goal is to deliver live events that are on message, on brand, on schedule and on budget.



Our Services

- Bespoke Conference Development
- Conference Support Services
- Marketing and Public Relations Services
- Brand Re-Launches
- Press Launches
- Product Launches
- Award Ceremonies
- Motivational Away Days
- Celebratory Fun Days

Contact Us

For more information and to talk through your event management needs please email or call Bill Porter on bporter@symposium-events.co.uk or call 020 7231 5100.

Case Study - 5RB Media and Entertainment Law Conference

Karen Rock-Monnick
Marketing Consultant
5RB
www.5rb.co.uk

5RB, a leading set of barristers specialising in media and entertainment law, have used SymposiumLive to co-ordinate their industry-leading conferences since 2006. They had significant in-house resources, but needed additional manpower to undertake certain tasks. SymposiumLive was able to flexibly design a package of support to suit 5RB's precise needs.

5RB had internal resources to define the key issues in media and entertainment law, select and invite speakers. Symposium provided services such as venue search and management, bookings processing, marketing support and conference logistics.

Symposium supported 5RB's in-house event marketing. A database of potential delegates was established and direct mail and email campaign materials developed. A bespoke, 5RB branded booking facility was established on Symposium's website to enable online booking and Symposium staff handled calls on a "Booking Hotline".

Symposium identified the British Academy of Film and Television Arts (BAFTA) building in Piccadilly, London, as the right setting to hold the conference. It was close to London's legal district, as many of the delegates were law professionals - and it reflected the high quality, entertainment focused, 5RB brand.

On the day, Symposium Staff were on hand to manage the venue and deal with the logistics involved in registering and meeting the needs of 120 paying delegates. The conference ran smoothly and attendees left well informed, both about 5RB and the key contemporary legal issues in media and entertainment law. Excellent feedback was received from delegates who enjoyed the day and felt it was a well-managed, worthwhile event.

"We already had individuals within the business who could design the programme and speak with authority on the major issues. We also had our own design and marketing functions. Symposium were the ideal choice for us because they meshed well with our own team, offering us a package that provided only the elements we needed. Those we especially benefited from were venue search / selection, bookings management and on-site production."