

(A Minar Group Company)

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CONFERENCES & EVENTS PVT. LTD.

Meetings Incentives Conferences Exhibitions

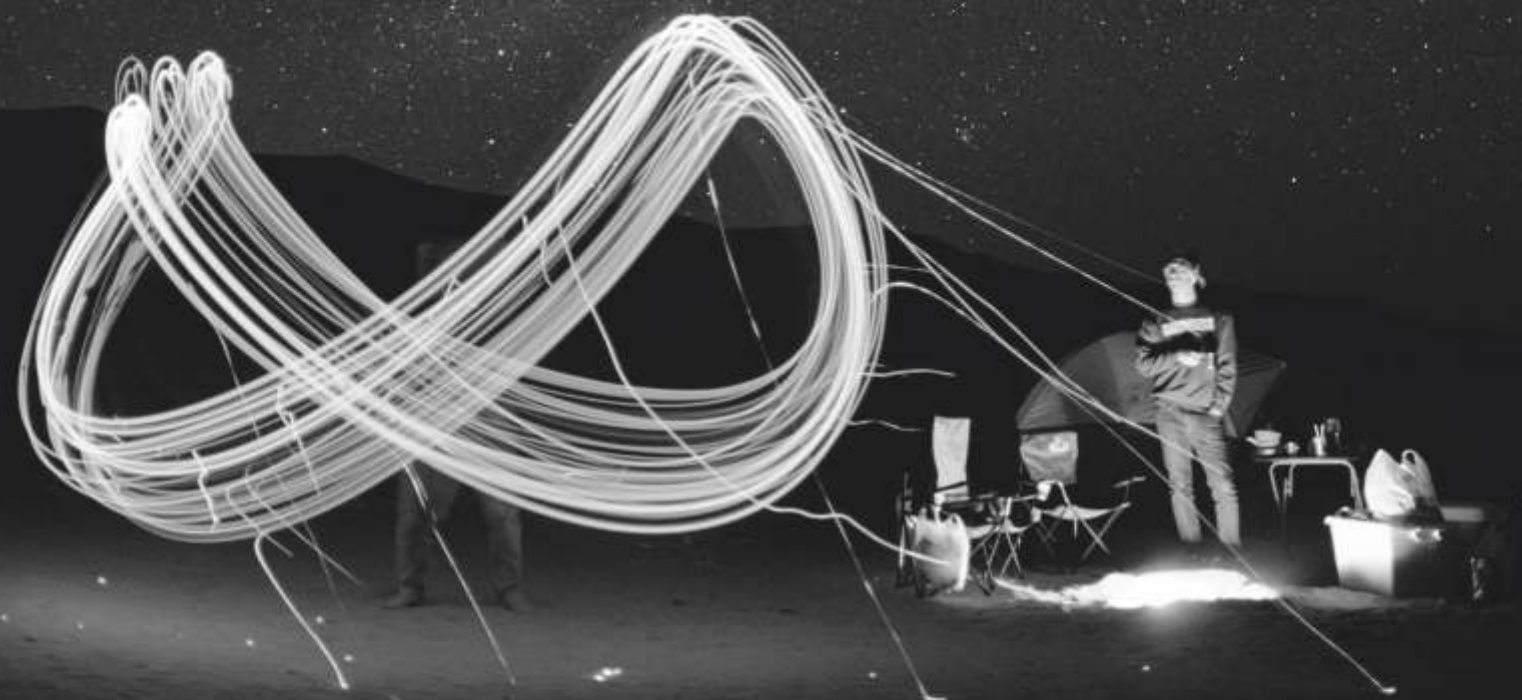


ELBON Conferences and Events is a business entity which specialises in the organisation and management of congresses, incentives, exhibitions and corporate events. Typically working in either a consulting or full management role, we at **ELBON** provide complete service management for events and conferences not limiting to conference design, registration, venue sourcing and booking, audio visual and IT support, logistics, marketing, printing and web services. **ELBON** can also source speakers, undertake financial management and control the budget on behalf of the client.

anything you
desire for your events-
infinite solutions

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created by a group of industry professionals

Welcome to **ELBON** - Conference and Events division of Minar Group of Companies!

Managed by a group of industry professionals, **ELBON** has several in-house talents who have organized and shaped mega congresses of upto 7000 delegates and bring with them more than 25 years of event experience. Born and nurtured with the vision of building a world class service company, **ELBON** - the PCO division of Minar Group of Companies is committed to its clients in all aspects of deliverables.

With changing times, the model of managing meetings and events has evolved tremendously. Akin to any other industry, technology has revolutionized event organization and has ushered in a new era bringing with it innovative concepts like online payment gateways, online abstract submissions and review, online registrations, online exhibition management etc.

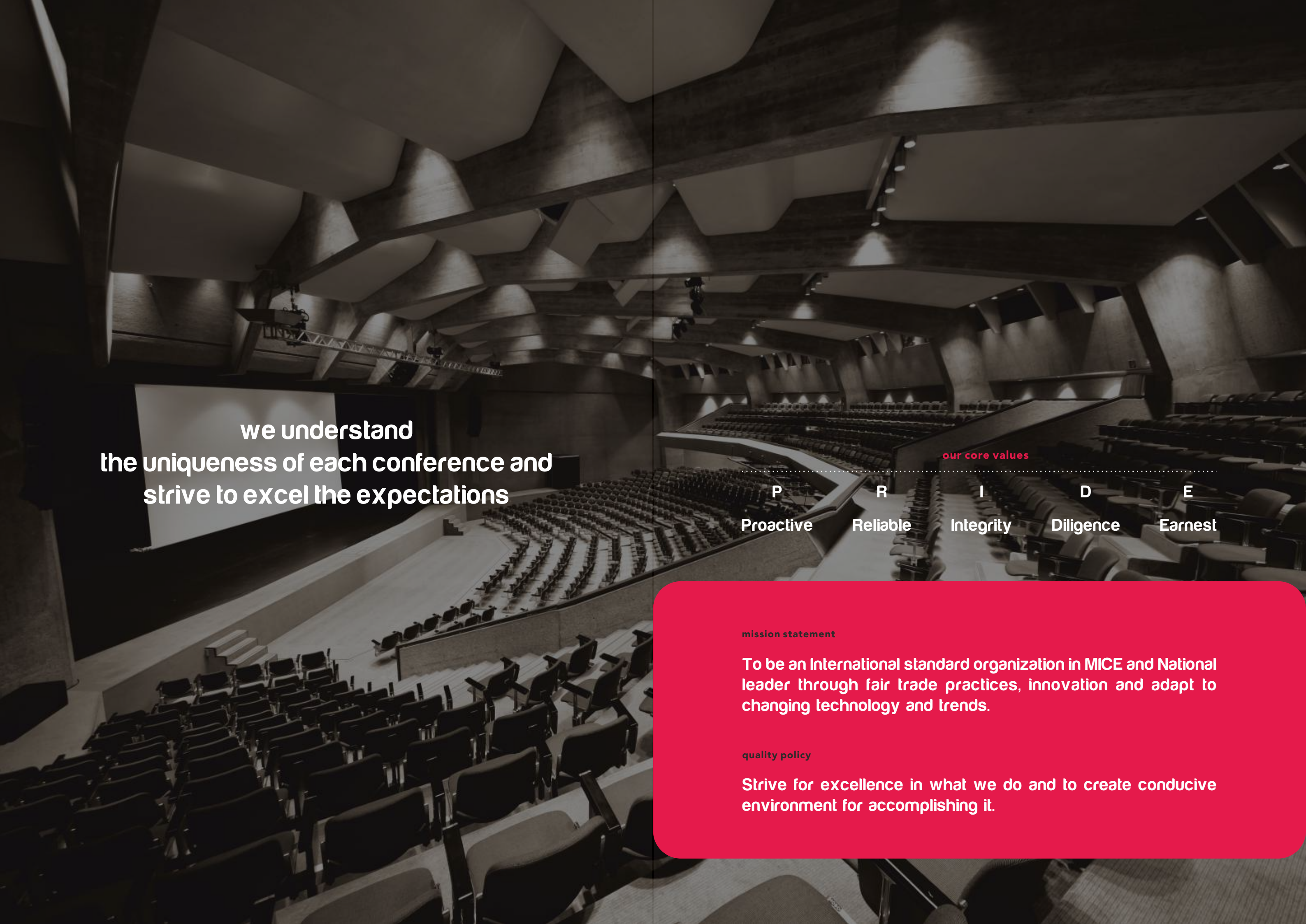
Minar's conferencing division **ELBON** has made major investments in technology. We take pride in the fact that we have a skilled team capable of handling new technologies and ideas. Our core team with its experience is always innovating new techniques and thoughts to make conference management simpler to organizations.

25 years of event experience
Latest technologies



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**we understand
the uniqueness of each conference and
strive to excel the expectations**

our core values

P R I D E
Proactive Reliable Integrity Diligence Earnest

mission statement

To be an International standard organization in MICE and National leader through fair trade practices, innovation and adapt to changing technology and trends.

quality policy

Strive for excellence in what we do and to create conducive environment for accomplishing it.



our ethos

Talking Straight

As soon as you talk to us you will understand the deep interest we take in each individual event and its minute details. Making your event goals and objectives a reality is all about communication and mutual understanding. Once that has been established, we'll ensure things take shape as you would like them to be!

Enthusiasm & Creativity

Minar's conference and events team - **ELBON** is renowned for being imaginative and creative - 'for thinking outside the box'. We will discuss your event with you in the first instance and come up with suggestions that are bound to help you decide for yourself why we're special.

Personal

We are a team of highly professional individuals, each with a distinct personality, skill-set and clearly defined roles. In our industry, we find them to the advantage of our clients making us extremely personal, efficient and easy to work with.



ELBON is renowned for
being imaginative and creative -
'for thinking outside the box'

service offerings



Association Meetings & Conferences



Corporate Events



Outbound Conferences



Incentives



Exhibition Management

At **ELBON**, we aim to ensure that every project we are involved in is a success, regardless of size or budget.

With our all-encompassing understanding of this dynamic industry, we pride ourselves on our ability to ensure all elements run smoothly for your event. Working towards your brief, our team will manage the conference to meet all of your time, budget and creative objectives. We consider every last detail, ensure communication with you at every stage and are totally committed to the success of your event. Our hands on approach, creative expertise and professionalism guarantee you, our client - an event which will surpass your expectations.



association meetings & conferences

At **ELBON** we believe in delivering a flawless congress.
For Association meetings, amongst our many services, included are:

- Preparation of the master checklist
- Assistance in international bidding
- Budgeting
- Venue & site selection
- Marketing assistance, overseas promotion
- Total logistics management for the event
- Websites
- Pre and on-site registration
- Abstracts & speaker services
- Reservations of hotels, airlines & railways
- Preferred hotel and dining options
- Exhibitions, audio visual equipment, banners and signage
- Secretariat services, business centre
- Airport and venue
- Special events and themes
- Conference dailies, delegate kits
- Media relations
- Pre and post event tours
- Printing conference material & conference proceedings
- Interpretation and translation services
- Assuring safety and security



at **ELBON** our objective is to let you have
a hassle free congress





corporate events

ELBON Meetings has been committed to creating inspiring meetings and events that support your business objectives, namely:

- Increasing sales
- Building and fostering loyalty
- Creating unforgettable experiences
- Launching a new product or service
- Raising awareness
- Rewarding top performance
- Enhancing market positioning

Our experience has allowed us to develop industry-specific practice areas including Healthcare, Information & Communications Technology (ICT), Energy and Public Sector. These practices offer client organisations unique expertise regarding their specific industry challenges.

Event Creation

Objective setting | Strategic planning | Content development | Branding and themes
Speaker selection | Social and onsite entertainment

Event Logistics & Meeting Planning

Venue sourcing | Destination management | Project management | Transportation management
Participant communication & management | Supplier management | Budget management
Speaker sourcing & management | Reporting | Artist's performance management

Delegate Management & Technology

Delegate registration | Delegate communication | Administration and onsite management & support

Marketing & Communication & New Media

Concept development | Creation of programme identities & themes | Copywriting | Graphic design
Audio-visual production | Online and new media services

Administrative Services

Financial management & reconciliation | General administrative services



**we safeguard you
against any eventuality
to make the conference safe,
secure & enjoyable**

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outbound conferences

With our representative offices abroad in practically every region worldwide, we at **ELBON** alongwith Minar Group of Companies can organise an event or conference in most parts of the world. From arranging group visas, ticketing, accommodation, local transport arrangements etc., we can put together customised service arrangements for your events abroad.

Our services for outbound conferences include:

Destination feasibility report | Visas | Conference and exhibition logistics | VIP protocols, security
Cultural program options | Technology support | Social evenings and theme dinners
Sightseeing options | Venue booking & management | Group escorting | Airport pick-up arrangements
Local transport | Other arrangements as requested



incentives

Atithi Devo Bhava (Guest is God)

ELBON invites you to experience the magic that is INDIA!

Incentives motivate employees!

Incentives increase employee productivity and loyalty!

India - a favoured destination for incentives promises myriad experiences, exotic locales, rich heritage, history sights, sounds and flavour that are absolutely unique to India. From the rumble and reverberation of a cosmopolitan city to the quiet countryside, hill station to a beach resort, India offers multiple destination options of exotic locales having unsurpassed hospitality, air connectivity and professionalism of staff making your experience memorable. From the unique land of Leh and Ladakh to the backwaters of Kerala, from the mighty Himalayas to the Thar and Kutch deserts, from the finest beaches of Goa to lush green tea gardens in the South. Experience the royalty of Rajasthan to the erotic temples of Khajuraho, from the holy city of Varanasi to the eternal Monument of Love - The Taj Mahal, from the mystical Rishikesh / Haridwar to the beautiful temples of Orissa to the temples of South India to the frescoes of Ajanta & Ellora. From the Asiatic Lions of the Gir to the Tigers of Bengal, from the bird paradise at Bharatpur to the elephant reserve of Periyar...

The options are limitless...come be a part of the excitement. **ELBON** professionals will plan everything for you immaculately, our support will include:

- Itinerary planning and programme design
- Destination advise and selection
- Venue selection
- Negotiation and reservation
- Complete budget preparation
- Site visits
- Theme parties, gala evenings, events, menus
- Award night
- Sightseeing
- Pre event teasers
- Air tickets, documentation, coordination of all travel arrangements
- Experienced and professional tour managers / escorts
- Destination management services
- Professional on-site management
- Memories / souvenirs
- Accounts settlement

So flawlessly executed, incentives at **ELBON** are to be reminisced for life...



**ELBON welcomes you
to experience the magic
that is India**



trade exhibition

Exhibitions attract targeted buyers!...

Exhibitions attract decision makers!...

Exhibitions serve a variety of purposes for visitors!...

Exhibitions provide returns!...

From complete turnkey solutions to customised pick n choose options, ELBON has all for you.
Towards exhibition management, we provide complete solutions like:

- Preparation of website with online stall booking module & exhibition brochure with price options
- Marketing and promotion
- Stall layout / floor plan
- Space selling across india and overseas
- Fabricated booth solutions
- Permissions from ITPO and other govt. agencies
- Support and affiliation from related organisations
- Exhibitor manual for guideline & instructions with forms for fascia name, badges, additional furniture / power, exit pass etc.
- Data mining solutions
- Exhibition directory
- Exhibition set up and breakdown
- Visitor promotion
- Vendor finalization for stall fabrication, freight forwarding, manpower, conservancy, security, additional furniture or A / V equipments....
- Dismantling and exit services



**complete turnkey solutions
to customised options,
ELBON has all for you**

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minar group

25 years of experience

23 awards & counting

managed by team of experts



Minar is a well-diversified group with key interests in Travel, Tourism, Aviation and MICE.

Minar Group is represented by

Minar Travels

Minar Aviation

Minar Holidays

Minar Airways

Prime Aviation

Vilasa Luxury

TravBoon

Grebes Impex

Terrena Minar and

ELBON Conferences and Events, its meetings, incentives, conferences and exhibition division.

With standardized ISO 9001 : 2008 procedures and professional competence, little wonder, we receive many laurels including 9 prestigious National Tourism Awards for our outstanding contribution to tourism in India. In the midst of growing business, we have never forgotten our social responsibilities and under our several CSR initiatives, we are proud to be associated with Holy Family Asha Niwas, an orphanage for street girls in Delhi.



A W A R D S



A F F I L I A T I O N S





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