



Request for Proposal

European Meetings & Events Conference

MPI is looking for a destination partner to make the European Meetings & Events Conference (EMEC), an unforgettable experience showcasing best practice in event design, education and demonstrating a commitment to sustainability.

The scope of this request for proposal is to select a host destination for EMEC 2025 and 2026. The successful partner will be an easily accessible destination within Europe that can offer meeting space and hotel rooms as well as suitable offsite networking venues, and demonstrate their ability to deliver upon MPI's Brand Promise – When we meet, we change the world SM.

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BACKGROUND

A. Who is MPI?

Meeting Professionals International (MPI), the meetings and events industry's largest and most vibrant global community is committed to delivering success for approximately 17,000 members worldwide by providing innovative knowledge and learning experiences, connecting people and ideas, and creating rich marketplace opportunities. Founded in 1972, MPI delivers global human connections through its 71 chapters and clubs worldwide. Seventy-one Fortune 100 companies are represented in the MPI membership.

The European region of MPI was established in 1991. Chapters and clubs are active in fifteen European countries: Belgium, Denmark, Finland, France/Switzerland, Germany, Italy, The Netherlands, Norway, Poland, Spain, Sweden, Turkey and UK/Ireland. Events like EMEC are designed to bring our European community together to learn, network and conduct business.

For more information, visit www.mpiweb.org/Community/Chapters/EMEA.

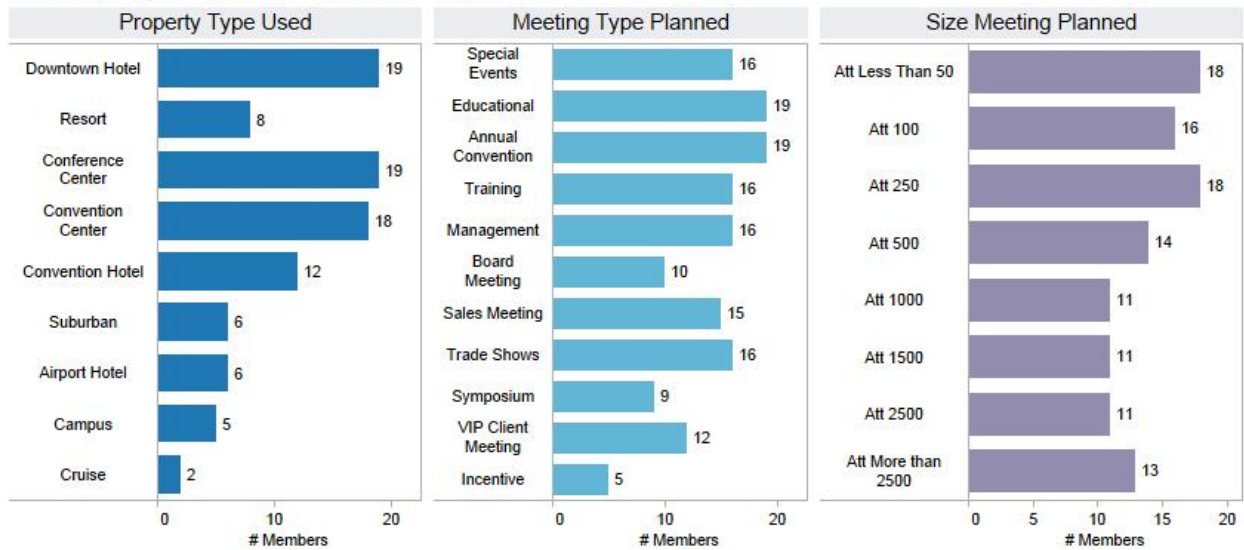
B. What is EMEC?

MPI has held an annual conference in Europe since 1988, originally known as the Professional Education Conference Europe (PEC-E), which in 2008 was renamed the European Meetings & Events Conference (EMEC). EMEC provides innovative meeting design formats, high-level education and quality networking opportunities to meeting professionals throughout Europe. In 2015, a small Hosted Buyer Programme was incorporated, consisting of 20 planners and 25 suppliers from Europe and North America.

C. Why Host EMEC?

- Hosting an MPI conference has both a direct and indirect impact on a community, with MPI's economic impact approaching \$6.5 million USD / €4.5 million.
- The event offers a destination a full year of exposure to an international audience of potential clients, including promotion through MPI's web site (www.mpiweb.org) which attracts more than 561,000 visitor sessions per month; mass distribution of MPI printed and electronic conference promotions/materials; and appearances in trade and local media.
- Hosting three to four hundred meeting professionals is an outstanding marketing opportunity that will strengthen a destination's professional reputation for facilitating excellent meetings and will ensure strong customer awareness for potential future business.
- The typical attendee ratio is 34% planner and 66% supplier, with each planner's average annual budget in the range of \$1.2 million USD / €882,000. Collectively, MPI's planner community accounts for approximately 640,000 meetings annually, with the buying power of the planner attendees themselves totaling more than \$300 million USD / €220 million.

- From our current membership profile information we are able to determine some detailed information on their type of events (see figure below).



Industry events such as this require a high level of support from the local community. Therefore a prospective destination will agree not to host another major MICE industry related event during the six months before or after EMEC.

D. Conference Overview

At time of RFP release, this is the current schedule. As it is critical that we continually adjust our event design to deliver a high quality and interactive event, the format and/or design elements are subject to change.

Friday	Saturday	Sunday	Monday	Tuesday
<ul style="list-style-type: none"> • Setup 	<ul style="list-style-type: none"> • Setup • European Chapter Business Summit • Hosted Buyer Programme Reception • Leadership Dinner 	<ul style="list-style-type: none"> • Hosted Buyer Programme • European Chapter Business Summit • IMEX/MPI/MCI Future Leaders Forum • Pre-con sessions • Opening General Session • Welcome Reception/Dinner 	<ul style="list-style-type: none"> • Plenary • Educational Sessions (breakouts) • Rendezvous (off-site) 	<ul style="list-style-type: none"> • Plenary • Education Sessions (breakouts) • Closing General Session • Promotional lunch for next EMEC

BENEFITS TO HOST DESTINATION

A. One year prior:

- **At the EMEC one year prior:**
 - Main stage speaking time (2 minutes) and optional entertainment (5 minutes) during EMEC Closing General Session immediately preceding the EMEC Preview Lunch.
 - VIP seating for up to 10-15 people during EMEC Closing General Session.
 - Logo placement and description of the EMEC Preview Lunch on the website and mobile app.
 - Opportunity to offer giveaways during the lunch (optional; all costs to DMO).
 - 4 reserved VIP seating at all General Sessions.
 - Space to promote EMEC; actual space determined year to year based on total space available; may be some costs to the DMO.

- **In general one year prior:**
 - Destination (city/country) name included in the EMEC logo.
 - Multi-phase rollout of EMEC website, with conference logo and destination page(s) – Host Country, Host City, and Host Venue – launched on last day of the EMEC year prior.
 - Run of site digital banner with link to EMEC page.
 - Opportunity to e-mail one (1) MPI-branded promotional piece to local area meeting and event professionals to build attendance for EMEC.
 - Promotional emails from MPI HQ to European member/non-member database.
 - Comprehensive social media campaign leveraging influence and reach of all 13 MPI European Chapters/Clubs, plus targeting wider non-member meeting and event community.
 - Promotion at MPI stand during IMEX (Frankfurt), IMEX America (Las Vegas) and ibtm world (Barcelona).
 - Space at MPI's World Education Congress (WEC) in year prior to promote EMEC; actual space determined year to year based on total space available; may be some costs to the DMO.
 - Integrate quotes from host committee into major announcements/releases as determined appropriate by MPI

B. Year of EMEC:

- **At the EMEC:**
 - Three minute recognition of host destination and host committee. Produced in collaboration with the MPI Production team.
 - Four EMEC complimentary registrations – to be used to invite their own VIP's.
 - Host Committee Chair receives one complimentary registration.
 - The Host Committee Task Force Chairs (up to seven) each receive 50% off registration.
 - 10 reserved VIP seats at all General Sessions.
 - Inclusion in the all-sponsor signage.

- Logo recognition with hyperlink on EMEC event website (Host Destination page).
- Incorporation in EMEC releases where applicable.
- Access to press attendee list.
- Accommodate local media requests as time allows (to be approved by MPI).
- Space in MarketSquare area; actual space determined year to year based on total space available; may be some costs are to the DMO.
- Opportunity for DMO to record a welcome video to be used in multiple locations (provided by destination and approved by MPI).
- Destination information included in event mobile application.
- MPI to provide final list of attendees after EMEC with email addresses for use
- Destination, dates and links to conference website can be found on searchable archived pages for up to three years post meeting on the MPI website.

Note: All benefits are subject to change or replaced with something of equal or greater value. Appropriate representation will be executed across MPI’s communication channels and digital mediums: publications, website, newsletters, releases and social media (as needed).

GENERAL REQUIREMENTS

A. Venue

MPI requires a conference center or meeting hotel property that allows for up to five (5) concurrent educational workshops, general session for 450 people with non-traditional setup, registration area, plus foyer space for sponsor activities, coffee breaks and lunches to be held in a single venue. Multiple housing options are requested. In order to showcase your destination, the use of unique venues is encouraged for offsite networking events. See sections below for detailed requirements.

B. Dates

Suggested dates are as follows. The conference is held Sunday through Tuesday, with some activities (ECBS & Hosted Buyer) held on Saturday.

2025

February 16-18, 2025

February 23-25, 2025

March 2-4, 2025

2026

February 15-17, 2026

February 22-24, 2026

March 1-3, 2026

C. Code Compliance

All facilities must comply with certain codes and policies designed to have a safe and equal experience to all attendees.

- All proposed facilities must be able to provide disabled conference participants the same access to venues and housing as is provided to participants without disabilities.
- Smoke-free environment: For the enjoyment of all, meeting facilities should be smoke-free. If there are areas where smoking or tobacco products are allowed in meeting, housing and/or special venues, please provide that detail in response.

- The Tourism Child-Protection Code of Conduct “The Code”: Special consideration will be given to venue and housing properties who are a member of The Code or who have established a written policy and procedures against sexual exploitation of children.

D. Corporate Social Responsibility (CSR)

MPI embraces the triple bottom line of people, planet, and profit as is committed to being sustainable in our meetings and socially responsible citizens of the world.

MPI needs a point person(s) in the destination that will be able to help drive the CSR initiative for the meeting. It involves all areas of the event – the city, the convention center, the hotels, off-site venues, transportation etc.

We recognize that industry guidelines for CSR and sustainability are constantly evolving. Presently, we are focused around improving our event policies and practices in line with three international standards:

- ISO 20121 Event sustainability management systems – this process-based standard informs the way we manage sustainability within our events;
- APEX/ASTM Environmentally Sustainable Meeting standards – this performance-based standard provides much of the criteria that informs our sustainability goal setting; and
- Global Reporting Initiative Event Organizers Sector Supplement (GRI EOSS) – this reporting framework informs the way we communicate our efforts and outcomes after the event.

Appendix is our sustainability questionnaire which incorporates the Level 1 requirements for the APEX/ASTM Destination Selection standard, in addition to other sustainability considerations that MPI has identified as integral to planning a more sustainable event. Please complete the questionnaire and send back with your proposal.

E. Membership

It is requested that MPI’s main sales or service representative at each location (host hotels, convention center, DMO) be an MPI member and ideally has attended EMEC. This understanding of MPI and the conference will be of great assistance during the pre-planning phase.

F. Host Committee

The host destination will create a host committee to oversee the different aspects of the conference beginning 12-18 months out. This committee is comprised of a chairperson and chairs for the areas listed below. Some areas may be combined for streamlining resources and increased planning efficiencies.

- Hospitality
- Marketing/Communications
- Sponsorship/Hosted Buyer
- Events

- VIP/Transportation
- Corporate Social Responsibility (CSR)
- Education

The EMEC Host Committee Chair Manual will be supplied by MPI outlining in detail all procedures, policies and guidelines.

G. VAT

Please include the current VAT rate and hotel tax for your city in the proposal, plus information on how attendees can reclaim VAT after the event (if applicable). Please include any pending or proposed tax rate information that is available to you. Successful bidder will commit to advising MPI within one week of any changes to current tax rate information.

H. Preliminary Host Destination Budget

Include an initial budget on how the destination will be able to manage the financial impact of hosting an MPI event.

I. Venue Cancellation

MPI will review the quality of the sleeping rooms and function space on an annual basis. Should any housing or meeting facility fall below the quality standard observed by MPI at the time of the contract signing, MPI reserves the right to require standards be improved or to cancel the contract without penalty.

FUNCTION SPACE REQUIREMENTS

A. Overview

MPI requests complimentary space rental for MPI, including set-up, electricity and wireless internet for staff and participants. Guaranteed pricing on all conference center/meeting hotel services, including food and beverage rates, is required 18 months out so MPI can budget accordingly.

B. Minimum Specifications

The following services should be included with the complimentary rental:

- House lighting, heating, air conditioning and internal systems at “work level” during move days and at full level during event days.
- Electricity.
- Wi-Fi Internet access for attendees in all meeting rooms and public spaces to support multiple devices and mobile event application.
- Hard-wired internet as needed for general session and concurrent education as well as the registration desk.
- Use of lobby and public space areas for activities such as registration, sponsored areas, information/message centers, e-mail stations and other similar functions.

- Housekeeping and general maintenance services for all public areas, restroom and meeting rooms.
- Equipment from existing inventory and labour to configure initial meeting room sets including tables with linens, chairs, up to five stage units (if required), lectern and head tables (if required), including water service for speakers.
- Utilization of fully equipped first aid room excluding medical assistance staff to be arranged through venue’s provider.
- Complimentary use of existing marquee framework for the installation of provided announcement graphics.

Additional requirements as provided in proposal include:

- Complimentary in-house audio visual equipment, and labour at cost (please include rates).
- In-house caterer agrees to work with MPI to create sustainable and nutritious menus at competitive rates in line with MPI’s food and beverage budget.
- Variety of furniture available at the venue at no cost.

C. Venue Space Breakdown

Function space is to be on a “hold all space” clause until at least six months prior to the function. This includes all space beginning on the Friday prior to opening day and ending on Tuesday at 5 p.m. A limited amount of space for registration set, material staging and MPI offices set-up will be required beginning on the Thursday prior to opening day. From twelve to six months prior to the event, MPI is to have the first right of refusal. Specific areas of use are listed below:

Room	Size	Friday	Saturday	Sunday	Monday	Tuesday
OFFSITE VENUES						
MPI Leadership Dinner (hosted)	100 Pax (50 pax paid by MPI)		High End Venue			
Welcome Reception/Dinner (hosted)	up to 500 Pax			Special Event Venue (offsite)		
MPI Rendezvous Party (hosted)	up to 250 Pax				Nightclub	
CONFERENCE VENUE						
General Session	500 mix of rounds, lounge and theatre seating	Setup	Setup	Setup	Networking General Session	Closing General Session
Built-in	For 500		Setup	Registration	Registration	Registration

Room	Size	Friday	Saturday	Sunday	Monday	Tuesday
Registration Area	Pax					
Public/Lobby Space -to include booths from current and future host cities, sponsored lounges, interview booth, mobile app bar, knowledge hub etc. -Coffee Breaks -Lunches	For 500 Pax		Move in	Booths Meet and Greet	Booths Coffee Breaks Lunch	Booths Coffee Breaks Lunch
Ballroom/Exhibit Hall for Hosted Buyer Appointments	Space for 50 tables, 150 chairs, and daily breaks	Setup	Hosted Buyer Appointments (afternoon)	Hosted Buyer Appointments (morning)		
5 Session Rooms – close to other session rooms and MarketSquare	Ideal: 100 Pax Cabaret / Theatre		ECBS Setup	ECBS Pre-Con Session	Session	Session
Support Office – near main meeting space	Small Office		Setup	Content streaming & Speaker Ready Room	Content streaming & Speaker Ready Room	Content streaming & Speaker Ready Room
Press Lounge – near main meeting space	Small Office			Press Lounge	Press Lounge	Press Lounge
Staff Office/Storage (lockable)	Small Office			Staff office/Storage	Staff office/Storage	Staff office/Storage
Board Room	15 Pax		Setup	Board Meeting Room Focus Groups	Board Meeting Room Focus Groups	Board Meeting Room Focus Groups
Cloakroom	For 500			Cloakroom	Cloakroom	Cloakroom

Room	Size	Friday	Saturday	Sunday	Monday	Tuesday
	Pax					

D. Food and Beverage Detail

Breakdown of typical spend:

- All Attendee Breaks:
 - Monday AM Break 250-500 ppl
 - Monday PM Break 250-500 ppl
 - Tuesday AM Break 150-400 ppl
- All Attendee Lunches – stand up, buffet-style:
 - Monday 450 ppl / Tuesday 300 ppl
- Staff Meals:
 - 1 continuous room with beverages/snacks for 4 days, 15-20 ppl x 4 lunches
- Sponsor Events/Meetings: variety of activities that are typically for small to medium size breakfasts, lunches, and breaks. Range from 10-100 people.
- Additional F&B needs to be confirmed

E. Additional Space Needs

MPI is constantly re-designing the EMEC meeting and we are not sure exactly what our program will look like in future years. We reserve the right to change this program and add in other elements.

F. Other Venue Requirements

- A minimum of a 20% discount on F&B
- Venue to provide a list of furniture that is available complimentary and quantities of each.
- Venue must provide guarantee and proof of ability to deliver scalable, redundant internet connectivity for the duration of the conference. This complimentary internet access must be able to accommodate 300 plus concurrent users and up to 500 total attendees. Wireless Service should be a minimum of dedicated 50 Mbps scalable to 100Mbps. All network equipment (including access points, routers, switches, cabling, etc.) and onsite network support for the duration of the conference must be provided. If internet service is provided by a 3rd Party provider, Venue is responsible for verifying ability to meet all MPI requirements.

HOTEL REQUIREMENTS

A. Overview

Single accommodations constitute more than 90% of MPI's room block.

Rates are to be flat, run of the house. Daily breakfast and wireless internet should be included. Confirmed rates are to be guaranteed at time of proposal submission. A 21-day cut-off (from the Friday before the Opening General Session) is required. Reservations received after that

date should be accepted at the group rate on a space available basis.

Note that a low rate is extremely important. This is a meeting where the attendees have to look at the entire package and decide to come. They have to balance air, hotel, registration, incidentals and time out of the office to make the commitment to choose MPI over other industry events. The lower hotel rates helps in marketing and selling the meeting to potential attendees. In addition, the attendees are all members of our meetings industry, and they know how to get the best possible rate in a town. For this reason, we specify within the hotel contract(s) that no lower rate should be available online.

B. Minimum Specifications

The following are minimum specifications:

- MPI's standard contract will be used, and hotels must agree to no attrition.
- One complimentary room per 40 rooms occupied over the entire room block dates. This is to include all rooms – no matter how booked (could be corporate rates, internet rates, etc.).
- Three complimentary suites beyond the complimentary room allowance (Friday to Wednesday).
- Discounted sub-blocks:
 - Rooms at 50% off MPI's group rate for MPI staff.
 - A discounted room rate (maximum 100 euro) for conference speakers, approximately 90 room nights total split over the entire room block.
 - A discounted room rate (maximum €100) for industry press, approximately 15 rooms x 3 nights total split over the entire room block.
 - A complimentary or heavily discounted room rate for Hosted Buyer planners, up to 25 rooms x 3 nights (75 room nights)
 - Student Rated Hotel: One hotel in the block to either include 20 rooms at a severe discount, or a hotel that is designed/priced for the student traveler.
- Ten (10) complimentary room nights from each hotel in the block for pre-planning meetings, based on hotel availability.
- Complimentary delivery of MPI in-room amenities.
- Complimentary use of the 'dark channel' on the in-room televisions for MPI programming, if available.
- Complimentary meeting room rental for MPI, if meeting space is used.
- Discounted audio visual and food and beverage, if meeting space is used

Note that special consideration will be given to hotels/hotel chains that have been MPI members and supporters of MPI or the MPI Foundation.

C. Room Pattern

Approximate Requirements are:

Thursday	Friday	Saturday	Sunday	Monday	Tuesday
10	40	200	250	250	40

D. Attrition and Room Blocks

MPI makes every attempt to contract for the appropriate number of room nights and to manage the block to avoid attrition. However, please note the following statement is standard in MPI hotel contracts:

Room Block Attrition - It is understood and agreed by the parties that the Hotel will not assert any fees against MPI or withdraw any of the complimentary concessions outlined in the Agreement should MPI hold the Conference but fail to utilize the total room block as outlined in Section 1.1 of this Agreement. The hotel will cross-reference the MPI registration attendee list a minimum of four (4) times before the conference to assess if attendees have booked a hotel room outside of the block. All rooms, regardless of rate or how booked, will be added to the total room block for both history and 1 per 40 comp purposes.

Please offer creative ideas to minimize leakage from the room block as MPI is committed to working with our partners to drive occupancy to preferred properties.

E. Attendance History

Year	Members MPI	Members Europe	Dates	City	Attendance
2005	19.800	1380	10-12 April	Monaco	509
2006	20.500	1550	26-28 March	Davos	478
2007	22.200	1850	18-20 March	Copenhagen	514
2008	22.600	2288	18-20 April	London	538
2009	24.150	2412	1-3 March	Torino	446
2010	22.660	2492	28 Feb – 2 March	Malaga	349
2011	22.030	2492	13-15 Feb	Düsseldorf	398
2012	21.800	2210	29-31 Jan	Budapest	343
2013	19.843	1947	27-29 Jan	Montreux	416
2014	18.500	1640	23-25 Feb	Istanbul	296
2015	18.500	1500	1-3 Feb	Krakow	331
2016	17.000	1500	7-9 Feb	Copenhagen	422
2017	17.000	1500	5-7 March	Granada	349
2018	17.000	1500	12-14 January	Rome	611*
2020	17.000	1500	9-11 February	Sevilla	320
2023	12,000	600	26-28 March	Brighton	314
					*held in conjunction with SITE

SUPPORT AND SPONSORSHIP REQUIREMENTS

A. Overview

To ensure a successful partnership between MPI and the host destination, there should be widespread support for MPI's event. To ensure such support is present, each proposal must be accompanied by a letter from the relevant DMOs, the national and city governments and local MPI constituents (chapter or club if applicable) demonstrating their commitment to the event. It is also expected that the proposed conference venue has an MPI member on staff.

The host committee is expected to take an active role in securing conference sponsorships, in coordination with MPI's partnership team. Sponsor recognition is at the sole discretion of MPI in order to ensure equity in recognition and appropriate visibility.

MPI also welcomes the active participation of the host destination in all marketing and promotional efforts for the event. In particular, it is required that the DMO be well represented at the prior year's conference.

B. Required Support

As part of its support of the event, the convention and visitors bureau must agree to provide complimentary support and services. The sponsored events must include as part of the complimentary package all coordination, food and beverage, décor, entertainment, audio visual, and all other related costs. The sponsorship support from the bureau includes:

- \$50,000 USD (or equivalent current conversion) monetary sponsorship from host destination.
- Complimentary housing bureau services, if required
- At EMEC during year prior, short presentation and optional entertainment during the Closing General Session and promotional luncheon for approximately 300-400 attendees
- Completely host key events ("completely host" means all AV, F&B, décor, production, etc.):
 - Leadership Dinner, minimum of two-hour hosted dinner, drinks and entertainment of approximately 120 attendees. Costs associated with additional participants from the European Chapter Business Summit (ECBS), MPI International Board of Directors and MPI Foundation Board of Trustees not included in the 50 pax sponsored by the host destination to be covered by MPI.
 - Welcome Reception/Dinner, minimum of three-hour hosted reception with premium bar, and stand up or seated dinner and top name entertainment for up to 500 attendees.
 - Rendezvous (ticketed event, all proceeds go to MPI Foundation), minimum of four-hour hosted premium bar, late night snack food and DJ in unique bar or nightclub which offers both dance floor and quiet areas for networking.
- Coordination of complimentary ground transportation with appropriate signage and personnel for:
 - All evening functions for all attendees (from hotels in block and/or from conference venue).

- Shuttle service from all official hotels in block and conference venue (if required).
- 50 VIP round-trip airport transfers.

Additionally, the host committee must also be committed to providing the following in-kind support in consideration of hosting EMEC:

- Airport greeters during peak arrival times (Saturday and Sunday).
- A fully staffed city information desk in the conference venue during official hours (Sunday – Tuesday); all costs are to the DMO.
- Provide assistance through partnership base in locating and securing sponsorships to help cover costs associated with the conference.
- Provide assistance in identifying CSR community service project(s) for attendees' participation.
- Assistance with planning pre and or post-tour opportunities for attendees.
- Recruit volunteers as necessary to support conference, including airport greeters, registration, room monitors, directional etc.
- Discounted or complimentary entry tickets for local attractions for attendees, if possible.

C. Promotional Support

The bureau must also be committed to assisting MPI in conference promotion. This commitment includes:

- General assistance with marketing, promotions, logistics, community service, and hospitality including the following marketing and promotion commitments:
 - Promotion of event at least three times prior to the event to host destination database with personal email invitation.
 - Promotion of event with banner advertising.
 - Promotion of event using host committee's social media outlets including but not limited to LinkedIn, Facebook and Twitter.
 - Promotion of event when host committee companies attend industry events where potential event attendees may be present.
 - Dedicated volunteer marketing team to work with MPI's marketing team to develop a "combined effort" marketing plan.
 - Visits to some MPI chapter events in the year prior to the conference to help build attendance.
 - Creation of "come to our destination" video – can be YouTube type version or a professional version (optional).
 - Provide editorial and graphic support for printed materials.
 - Coordinate welcome banners, signs and stickers at the airport, hotels, in taxi cabs, on city streets, and in other areas that will appropriately welcome MPI attendees to the host city (optional). Design approved by MPI.
- Public relations support through local media, attendance builders, and (optional) press Fam trip as requested.
- Advertising commitment in The Meeting Professional; purchase a minimum of 4 full-page advertisements; issues and timing to be mutually determined.

PROPOSAL TIMELINE & PROCESS

The following details the timeline and responsibilities of MPI and the Destination.

DATE	OWNER	ACTIVITY	DESCRIPTION
Spring/summer	MPI	Release RFP	RFP is distributed via email to European DMOs, with copy to board members and chapter presidents for full coverage
By July 15	DMO	Register Your Interest	Those interested in submitting a proposal, email Melinda Burdette (mburdette@mpi.org) to register their interest. There is no obligation to submit a bid after registering interest.
By August 1	MPI & DMO	Question Period	Opportunity for DMO to ask any questions of RFP contents or process.
By August 15	DMO	Submit Proposal	Proposals submitted in a single presentation document and includes the following information: <ol style="list-style-type: none"> 1. Letter of invitation by the MPI chapter/club president (if applicable) and the head of the national and city DMOs, plus any other host destination partners. 2. Complete conference venue proposal to include ability to provide all space as outlined, a complete facility guide including diagrams; union jurisdictions; center policies and procedures; and rates for all center services. 3. Sustainability questionnaire (Appendix). 4. Complete hotel proposals outlining the site requirements found in the RFP. 5. Preliminary Outline of DMO budget to host this event.
By August 31	MPI	Proposal Analysis	Cross-functional internal MPI team evaluates each proposal looking at all key elements including location benefits, meeting venue, pricing, hotels, air access, unique options and resources, and more.
September	MPI	Board Review	Top 3 proposals are presented to the MPI International Board of Directors for review, along with MPI recommendation.
October	MPI & DMO	Site Inspections and Follow-up	Following board review, MPI will conduct site inspections as appropriate and conduct initial confirmations in design and sponsorship.
Oct/Nov	MPI	Announcement of Selection	Once all reviews have been completed, MPI makes the final selection and announces winning destination through appropriate channels, including press releases, website, at live events, etc.

TESTIMONIALS

FROM PREVIOUS EMEC HOST DESTINATIONS

"We were thrilled to finally host EMEC 2023 in Brighton, working closely with the IMEX Group, Hilton Brighton Metropole and VisitBritain, who all really did go 'the extra mile' to deliver an incredible event. It was an incredible opportunity to showcase our city, venues and local businesses to this audience and we were thrilled with the positive feedback we received. Over the course of three days, attendees from the global MPI community truly became treasured friends who we can't wait to welcome back to Brighton in the not too distant future!"

**Darren Johnson, Convention Bureau Manager, VisitBrighton
EMEC 2023 Host Committee**

"Hosting EMEC/MPI in Seville in 2020 was a wonderful challenge of sensations and unique and unforgettable experiences. On the one hand, we had the rare privilege of hosting the last professional event before the lockdown. On the other hand, we had the freedom to implement groundbreaking actions that left a legacy in the city, such as holding a part of the event in one of the most depressed neighborhoods in the city... quite a challenge. We were also able to demonstrate the strength in new hotel and venue openings in a destination in constant growth and evolution, beyond its historical and monumental charm. Thanks to MPI for allowing us to continue learning together."

**MANUEL MACIAS, Director Sevilla Congress and Convention Bureau
EMEC 2020 Host Committee Chair**

"MPI Denmark Chapter, together with our partners VisitDenmark, Wonderful Copenhagen and Radisson Blu Scandinavia Hotel, wished to showcase the Danish meeting design concept Meetovation throughout the entire EMEC 2016, hoping to inspire even more meeting professionals to be more creative when planning meetings. We are delighted that MPI accepted this challenge, re-inventing the EMEC conference and giving it an energy boost – we are honored and proud having worked with MPI pulling this amazing event together!"

**Helle Svaneborg, Exhibition & Conference Director, Danish Pharmaceutical Information
EMEC 2016 Host Committee Chair**

"The MPI European Meetings & Events Conference, which was held on February 1-3 in Krakow's ICE Congress Centre is behind us. Six years after the idea came up we have managed to create an amazing team of Polish meeting industry's representatives and show our organisational capacity. Cooperation among all of the organisers and individual involvement allowed EMEC 2015 to become our success, and the memories will remain with the participants for a long time. EMEC is a great possibility to show global planners that meetings mean business also in your destination. I recommend bringing this event to your city!"

**Dr. Krzysztof Celuch, Director of the Poland Convention Bureau Polish Tourist Organisation
EMEC 2015 Host Committee Chair**