

# SIMPLE SOURCING, BY FOX WORLD TRAVEL

## SITE SELECTION AND CONTRACT NEGOTIATIONS FOR YOUR NEXT MEETING

Fox World Travel understands that travel managers, meeting planners and assistants are under increasing pressure to do more with less. We welcome the opportunity to combine our expertise and relationships in the hotel industry to save you valuable time and streamline your organization's meeting planning process by managing the following aspects for you.



## WHAT WE CAN DO FOR YOU...



### COLLABORATE

- ✓ Review meeting history
- ✓ Set meeting objectives, requirements and budget
- ✓ Identify appropriate venues for your meeting



### EVALUATE

- ✓ Write and submit RFPs
- ✓ Review and analyze hotel and event space information
- ✓ Compile competitive offers from venue



### NEGOTIATE

- ✓ Interact with venues for negotiations
- ✓ Coordinate site inspections
- ✓ Determine how to reduce cost, minimize risk and maximize value



### EXECUTE

- ✓ Communicate with venue on needs and decisions
- ✓ Complete contract terms and final negotiations
- ✓ Review and deliver final contract
- ✓ Review success of event

And the best part? By working with Fox World Travel, there is no additional cost to you!

“I've had the pleasure of working with Fox World Travel's Meeting and Incentive's Sales Director for a few offsite meeting projects. Working with her saved me time in researching area suppliers, creating a meeting bid document and evaluating the responses.

Fox was easily accessible and attentive to my needs. They responded back in a timely manner to my emails or phone calls. I found them to be very organized and easy to work with. They were flexible to adding information or contacting suppliers for follow-up questions.

The bid comparisons that were sent to me were very professional and detailed. I would highly recommend Fox to work with for assisting with meeting bids and offsite event assistance.

- Julie, Travel Manager



### CONNECT WITH OUR TEAM



- ☎ p 920.236.8030
- 🖱 foxworldtravel.com
- 📍 2150 S Washburn St  
Oshkosh, WI 54904

**REQUEST MORE INFORMATION ONLINE.**  
**FOXWORLDTRAVEL.COM/SIMPLE-SOURCING**