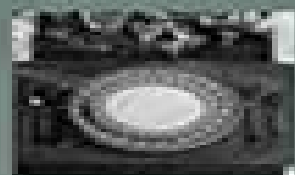


THE SPECIAL EVENTS ADVISOR

A BUSINESS AND
LEGAL GUIDE FOR
EVENT PROFESSIONALS

DAVID SORIN, JD, CSEP



Special Events Advisor A Business And Legal Guide For Event Professionals

**Ernst & Young LLP,Dwight W.
Catherwood,Richard L. Van Kirk**

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The Special Events Advisor David Sorin, 2004-04-26 There is no dearth of books on the logistics of event planning but not much has been published to address the legal and business issues that concern the thousands of companies that make up this industry This book covers all the legal and business issues that special events professionals need to understand from contractual considerations to little known governmental regulations with heavy ramifications Ignorance of the law can prove very costly in an industry in which expectations must be met the first time and in our ever more litigious society the need for this niche title is clear

Event Planning Judy Allen, 2009-04-16 This bestselling all in one guide to the event planning business is back and better than ever fully updated and revised to reflect the very latest trends and best practices in the industry This handy comprehensive guide includes forms checklists and tips for managing events as well as examples and case studies of both successful and unsuccessful events Judy Allen Toronto ON Canada is founder and President of Judy Allen Productions a full service event planning production company

Risk Management for Meetings and Events Julia Rutherford Silvers, 2009-11-04 Events of all types are produced every day for all manner of purposes attracting all sorts of people Creating and managing the environment in which these people will gather carries with it awesome responsibilities legal ethical and financial To provide a safe and secure setting and to operate in a manner that ensures the hosting organizations or individuals achieve their objectives in a proper and profitable way event risk management must be fully integrated into all event plans and throughout the event management process Risk Management for Meetings and Events examines the practices procedures and safeguards associated with the identification analysis response planning and control of the risks surrounding events of all types Written by an experienced author it Provides a solid easy to read conceptual foundation based on proven risk management techniques Includes ready to use templates designed specifically as learning exercises for students and professionals Comprehensively discusses effective strategies for managing the risks associated with design planning and production of public and private events Risk Management for Meetings and Events is a comprehensive and practical guide which supports academic and professional development programs that prepare individuals for entering or advancement in the meeting and event management industry

Confessions of an Event Planner Judy Allen, 2009-08-26 For anyone planning events student novice or experienced professional Confessions of an Event Planner is an apprenticeship in a book This insider's guide takes you on a narrative journey following a fictional event planning company that stages various types of events around the world for many different clients While other books college courses and training programs give you the theory and how to of the profession Confessions of an Event Planner reveals the real world of event planning and what can happen usually the unexpected on an event program when actual participants are added to the event planning design and execution mix In a climate of media scrutiny and corporate scandals event planners must be masters of discretion knowing how to avoid and deal with everything from sexual romps to financial shenanigans to

chainsaw wielding salesmen dead set on re landscaping the grounds of the resort they re staying at From an event planner who s seen it all and knows how to deal with it all comes practical first hand advice delivered in an entertaining and accessible format Each chapter is set in a unique location with a cast of characters and a host of challenges and problems to overcome from the boardroom to the resort guest bedrooms Readers learn what they can come up against how to problem solve creatively on the fly get ideas for staging spectacular events and see the principles of event planning in action The scenario in each chapter is introduced by an outline of what will be covered in the chapter and each chapter concludes with a series of review questions to explore key issues and stimulate reflection or discussion for individuals or groups Ideal as a companion to Judy Allen s six other event planning books as a textbook in event planning courses or as a professional training tool *Confessions of an Event Planner* prepares planners for what they can expect once they start working in the world of corporate and social event planning and will help decision makers set company policies procedures and protocol and promote discussion about codes of conduct in the office and offsite

Marketing Your Event Planning Business Judy Allen, 2013-02-06 Practical prescriptive advice on successfully marketing your event planning business Recent years have been tough on the event planning industry The terrorist attacks of September 11 2001 economic downturns wars and SARS have all negatively impacted the business There are fewer corporate dollars dedicated to travel budgets and special events creating even more pressure on businesses in an already highly competitive industry This book tells you all you need to know to market your business and build your client base in good times and bad *Marketing Your Event Planning Business* shows you how to gain a competitive advantage by setting yourself apart from the competition pursuing new markets and soliciting sales It covers all the vital topics in event planning marketing including how to diversify your client base develop niche markets improve your customer service establish emergency business plans and much more Ideal for event planners marketing managers in the industry and professionals in the hospitality culinary or travel industries Includes actionable advice on successfully marketing an event planning business Features illustrative examples practical tips and useful checklists and other resources *Marketing Your Event Planning Business* is packed with practical tips and examples giving you creative new ways to showcase your talents build your business and bring added value to your clients

Risk Management for Events Julia Rutherford Silvers, William O'Toole, 2020-12-27 *Risk Management for Events* is a comprehensive and practical guide that supports academic and professional development programs to prepare individuals for entering or advancement in the international events industry Events of all types are produced every day for all manner of purposes attracting all sorts of people Creating and managing the environment in which these people will gather carries with it awesome responsibilities legal ethical and financial To provide a safe and secure setting and to operate in a manner that ensures that the hosting organizations or individuals achieve their objectives in a proper and profitable way event risk management must be fully integrated into all event plans and throughout the event management process This new edition

has been revised and updated to include New case studies and examples from a wide range of international destinations and different types of events Updated statistics and data throughout New content on emergent risk on site decision making terrorism and public health including the COVID 19 pandemic and corruption within events Updated online material including a case study archive and weblinks to useful resources This will be an invaluable resource for all those studying events management

Event Solutions ,2003 **Business Events** Susheel Dutta,2025-02-20 Business Events A Comprehensive Guide is a detailed handbook designed to offer invaluable insights strategies and best practices for successfully organizing and managing business events Tailored for event planners organizers marketers and industry professionals this guide covers essential topics for creating impactful and memorable events Discover comprehensive information on event planning from conceptualization to post event evaluation Key areas such as venue selection budgeting logistics marketing registration program development and speaker management are thoroughly explored providing actionable tips to achieve event objectives effectively The guide delves into technology and innovation highlighting how businesses can leverage digital tools software apps and cutting edge solutions to enhance event experiences Topics include technology integration audio visual services virtual and hybrid event models data analytics AI driven insights and interactive features to drive attendee engagement and maximize ROI Addressing sustainability and social responsibility the handbook covers eco friendly practices waste reduction efforts ethical sourcing and community engagement strategies emphasizing the role of businesses in promoting environmental stewardship Additionally the guide provides legal and compliance considerations including navigating legal requirements risk management insurance contracts permits safety standards and contingency planning Readers gain valuable insights into mitigating liabilities and ensuring event success while adhering to regulatory frameworks Emphasizing evaluation and continuous improvement this handbook is an essential resource for anyone involved in event management

Commonwealth Caribbean Sports Law Jason Haynes,J. Tyrone Marcus,2019-01-15 Sports Law has quickly developed into an accepted area of academic study and practice in the legal profession globally In Europe and North America Sports Law has been very much a part of the legal landscape for about four decades while in more recent times it has blossomed in other geographic regions including the Commonwealth Caribbean This book recognizes the rapid evolution of Sports Law and seeks to embrace its relevance to the region This book offers guidance instruction and legal perspectives to students athletes those responsible for the administration of sport the adjudication of sports related disputes and the representation of athletes in the Caribbean It addresses numerous important themes from a doctrinal socio legal and comparative perspective including sports governance sports contracts intellectual property rights and doping in sport among other thought provoking issues which touch and concern sport in the Commonwealth Caribbean As part of the well established Routledge Commonwealth Caribbean Law Series this book adds to the Caribbean centric jurisprudence that has been a welcome development across the region With this new book the authors assimilate the

applicable case law and legislation into one location in order to facilitate an easier consumption of the legal scholarship in this increasingly important area of law

The Complete Guide to Special Event Management Ernst & Young LLP, Dwight W. Catherwood, Richard L. Van Kirk, 1992-08-04 Produced by the advisors to the Nobel Peace Prize and the 1984 Olympics this book offers practical event management and marketing advice flavoured with various anecdotes in one easy to read format It explains precisely how to build image or company recognition by sponsoring diverse sizes and types of events ranging from entertainment to sports It also covers every stage of marketing logistics finance concessions and public relations

How to Start a Home-Based Event Planning Business Jill S. Moran, 2015-07-02 Event planning continues to be a thriving business area for the motivated entrepreneur This fourth edition includes updated ideas about creating business plans balancing home and work building a client base and a more in depth discussion on the role of social media in your event planning business

The Guide to Successful Destination Management Pat Schaumann, 2004-03-15 The first complete book on the subject of destination management Authored by the leading association of destination managers Includes the Association of Destination Management Executives ADME's Accepted Practices and Guidelines

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The British National Bibliography Arthur James Wells, 2005

The Volunteer Management Handbook Tracy D. Connors, 2011-09-23 Completely revised and expanded the ultimate guide to starting and keeping an active and effective volunteer program Drawing on the experience and expertise of recognized authorities on nonprofit organizations The Volunteer Management Handbook Second Edition is the only guide you need for establishing and maintaining an active and effective volunteer program Written by nonprofit leader Tracy Connors this handy reference offers practical guidance on such essential issues as motivating people to volunteer their time and services recruitment and more Up to date and practical this is the essential guide to managing your nonprofit's most important resource its volunteers Now covers volunteer demographics volunteer program leaders and managers policy making and implementation planning and staff analysis recruiting interviewing and screening volunteers orienting and training volunteers and much more Up to date practical guidance for the major areas of volunteer leadership and management Explores volunteers and the law liabilities immunities and responsibilities Designed to help nonprofit organizations survive and thrive The Volunteer Management Handbook Second Edition is an indispensable reference that is unsurpassed in both the breadth and depth of its coverage

Forthcoming Books Rose Arny, 2003

Fundraising Basics: A Complete Guide Barbara L. Cicone, Jeanne Jacob, 2008-12-18 As nonprofit organizations face heightened scrutiny by the general public donors regulators and members of Congress the Third Edition of the essential book on the basics of fundraising provides new

up to date and valuable information that every fundraiser needs to know With ethics and accountability being the primary theme of the third edition this practical guide will continue to provide an overview of the field and give development staff managers and directors a platform from which to operate their fundraising programs The new expanded edition also provides much needed information on developing a case for support giving trends donor motivations planning setting up a development operation impact of new technologies on fundraising return on investment estimates workflow timetables and the importance of the Internet This primer remains a must have for anyone new staff or volunteer to the fundraising field those wishing to expand their fundraising knowledge those working in supporting foundations or those contemplating taking the CFRE exam New to the Third Edition Thoroughly updated chapters including new information on email and online fundraising Development related policies and procedures and position descriptions A new chapter on Fundraising with Chapters or Affiliates New case studies samples and tools Updated references and citations Updated glossary Click on Additional Resources to View Sample Chapters 2009 602 pages [Consultants & Consulting Organizations Directory](#)
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