## **Understand Your Objectives**

Who do I want to What key messages do I attend this event? want attendees to walk away with?

What do I want attendees to feel or think about based on the key messages?

What action or next steps do I want attendees to take?

Who	Learn/Know	Think/Feel	Do

## **Know Your Budget**

How much can I spend on my client appreciation event?

## **Event Ideas**

Brainstorm potential client appreciation events.

Partnership Events	VIP Experiences
	Partnership Events