French Chamber Singapore

Towards Sustainable Business

We Organise your Event

A tailor made offer adaptable to your needs and budget.

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The French Chamber of Commerce in Singapore (FCCS) is delighted to offer event management services. We organise your event to either showcase your company & services, create business connections or to entertain your visiting or local clients, using our network of business contacts and suppliers. We take the stress away by planning and organising it for you and making sure it is a great success!

Whether it's logistics, finding speakers or qualifying the audience, we can help you from A to Z. We have a vast network of suppliers and partners in all sectors of activity.

You will benefit from great visibility and exposure on our website, social media and e-newsletter. The invitation to your event will be emailed directly to our members' database, further increasing your network reach.

BENEFITS

- The coordination of the entire program organized by The French Chamber of Commerce in Singapore.
- The level of quality of the suppliers and participants from the FCCS members network and partners.
- Event curated to your needs in accordance with your profile and your budget.
- A dedicated point of contact from the French Chamber to ensure continuous support, before, during and after the event.

TESTIMONIAL

"A huge thank you for your support and services in helping organise this event. It was a success for Blunomy, thanks to The French Chamber of Commerce in Singapore."

Pierre Lelong, Director
Head of Blunomy Singapore

We Organise your Event

From **SGD 5,000+GST**

**(does not include event venue rental and catering)*

THIS QUOTATION INCLUDES:

A. Preparation and organization of the event

- Definition of the theme, the target audience and the marketing strategy along with the client.
- Finding of the venue and catering (if needed):

  If virtual event:

  - Host with us a virtual event and we will support you in the setup and the management of the session (we use Zoom or Teams).

  If in-person event:

  - Organize an onsite event and we will source the right location within The French Chamber boardroom or propose conference rooms with AV facilities including wireless internet, TV screen or LCD projector (subject to availability).

^ *Kindly note venue rental and catering are not included in the package. These extra expenses will be borne by the client.*

B. Management of the Invitations, Registrations and Online promotion

Pre-event

- Definition of target audience and number of guests
- Profiling by the FCCS of contacts/targets defined with the client
- Creation of the invitation from elements/brief provided by the client
- Digital promotion and visibility campaign to the defined target audience using FCCS internal database and any other available information sources
- Management of the registrations, follow-up of the participations and reminders if necessary
- Share the registrations list names + companies + titles

C. Support and assistance

D-Day

- Presence of a representative of the French Chamber of Commerce during the event to coordinate
- Follow-up of the general progress of the event: Launching of the session, introduction and closing of the event, help with time management and Q&A, take pictures

Post event

- Thank you email to participants
- Publication of a post-event article on the FCCS website and LinkedIn
- Send photos and participants list to the client

D. Communication

- Creation of an emailing campaign + a reminder email
- Communication of the event on the FCCS website and newsletter and social media
- Creation of a banner with the link to the event on the FCCS website & newsletter
- LinkedIn post

About us

Established in 1979, the French Chamber of Commerce in Singapore belongs to a worldwide network of 125 French Chambers (CCIFI) in 98 countries with over 36,000 companies.

Our mission consists of connecting, promoting, bringing together a strong business network of companies and boosting their development in Singapore and in the region.

We represent a dynamic business platform of over 650 companies and individual members representing a total network of 6,000 contacts in Singapore.

Our vision is to be the most vibrant business network and trustful partner for business development in Singapore and in the region, offering a comprehensive platform of competitive, efficient and customised services.

18 committees
11 clubs

More than **650** company and individual members

60 Patron members

More than **200** events annually

More than **6,000** participants at events

A total of **6,000** contacts

The French Chamber gathers French and non-French companies.

9% Patron
20% Large Corporate
25% SME
21% Entrepreneur
19% Associate
6% Individual