



The ESP Difference...

Your Total Resource for Meetings & Events!

CAPABILITIES STATEMENT

Event Source Professionals, inc.

PHYSICAL ADDRESS

4109 Gateway Court
Suite 300
Colleyville, Texas 76034

MAILING ADDRESS

PO Box 998
Grapevine, Texas 76099

Office 817.267.6698



www.espinc-usa.com



Event Source Professionals Inc



@espiesuprplanr

WBENC	2005113472
DUNS	782110993
CAGE	594E3
GSA	GS07F0680W
TIN	75-2375221

PRIMARY NAICS CODES

561920 | 561591 | 561599 | 541890

UNSPSC

80141607 | 44112004 | 80161502



PS-MAS Schedule
Holder GS-07F-0680W

CORE COMPETENCIES

Event Source Professionals, inc. is an executive meeting, corporate conference and event planning service. Based in the Dallas-Ft.Worth Metroplex, ESP is a Certified Woman-Owned Small Business and qualifies as a Diversity Supplier. In addition, ESP is a Registered Government Contractor and has held a GSA Professional Services Schedule since February 2010 for SIN 561920. Our services include:

- TRADE SHOWS
- CONFERENCES
- CONVENTIONS
- PRODUCT LAUNCHES
- SALES INCENTIVE PROGRAMS
- R&D INVESTIGATOR MEETINGS
- CORPORATE TEAM BUILDING
- EXECUTIVE RETREATS
- TRAINING MEETINGS
- GOVERNMENT MEETINGS

SERVICE CAPABILITIES

- MEETING, CONVENTION AND EXHIBIT MANAGEMENT
- VENUE / SITE SELECTION
- CONTRACT NEGOTIATIONS
- TIMELINE DEVELOPMENT
- MEETING MANAGEMENT SOFTWARE
- CUSTOM WEB-BASED REGISTRATION SOFTWARE
- ADVANCED AUDIO VISUAL TECHNOLOGY
- HYBRID MEETINGS
- WEB-CASTING
- AUDIENCE RESPONSE SYSTEMS
- FOOD & BEVERAGE
- TRAVEL (IATA CERTIFIED)
- AIR & GROUND TRANSPORTATION
- COLLATERAL DESIGN & PRODUCTION
- DETAILED ACCOUNTING & INVOICE RECONCILIATION

LEADERSHIP

Charlotte Davis, CMP | President

Charlotte@espinc-usa.com

Charlotte Davis is a certified meeting planner who has been involved in the meetings and special events industry for more than 30 years. In 1988, she took her visionary talents, entrepreneurial desire and commercial and government acumen to offer a total resource for all meeting and event needs at budget-friendly pricing which resulted in the conception of ESP.



Dara Hall, CMP, CMM | Executive Vice President

Dara@espinc-usa.com

Dara Hall joined ESP in 1996 after spending more than a decade in tradeshow management for the world's largest wholesale market in Dallas. Since joining ESP, Dara has injected her "big picture" thinking and her passion for customer service with her corporate upbringing that keeps her eye on the bottom line budget into ESP's day-to-day operations, marketing and public relations efforts.

