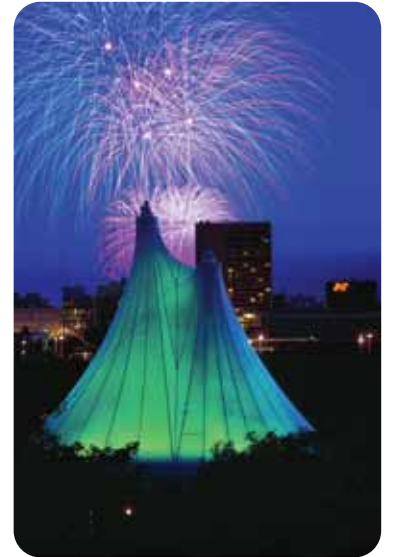


FARGO-MOORHEAD CONVENTION & VISITORS BUREAU



MEETING PLANNER GUIDE



MEETING FRIENDLY FARGO-MOORHEAD

Visit a destination that is *"Always Warm!"*

Fargo-Moorhead has something for everyone--great meeting spaces, unique attractions, affordable lodging (45 properties), fine dining, shopping, and great golfing. Fargo-Moorhead loves visitors. Visit us and we'll show you!



You can get here from there! We're located at the intersection of interstate highways I-94 and I-29. Our 20 daily jet flights service four hub cities including Minneapolis, Chicago, Denver, and Salt Lake City.

dine

shop

share



meet

learn



The CVB is committed to the success of your Fargo-Moorhead meeting, convention, trade show, or special event. Utilize our staff to help make the planning process less stressful. We go the extra mile to help your meeting attendees leave Fargo-Moorhead very satisfied. We'll assist your committee by:

- Providing complimentary formal bid proposals that include hotel choices, off-site venues, menus, entertainment suggestions, and any other information pertinent to your conference. All proposals are confidential. Your event is our priority.
- Coordinating site inspections of properties and meeting facilities.
- Assisting in the bidding process for regional and national events.
- Assisting in the promotion of your event.

- Building relationships between your organization and our community. Let us introduce you!

As your hospitality link to the community, make the Fargo-Moorhead Convention & Visitors Bureau your first call when you are planning an event, convention, conference, or competition.

Visit our website for a full list of meeting facilities.

WWW.FARGOMOORHEAD.ORG

or call 800.235.7654

HOLIDAY INN OF FARGO



310 Sleeping Rooms
20 Meeting Rooms
1400 Maximum Capacity

AMERICINN LODGE & SUITES OF MOORHEAD



168 Sleeping Rooms
9 Meeting Rooms
500 Maximum Capacity

HOWARD JOHNSON INN DOWNTOWN FARGO



103 Sleeping Rooms
3 Meeting Rooms
140 Maximum Capacity

RADISSON HOTEL OF FARGO



151 Sleeping Rooms
13 Meeting Rooms
400 Maximum Capacity

COURTYARD BY MARRIOTT & MOORHEAD AREA CONFERENCE CENTER



126 Sleeping Rooms
14 Meeting Rooms
900 Maximum Capacity

FARGODOME



11 Meeting Rooms
25,000 Maximum Capacity

HILTON GARDEN INN



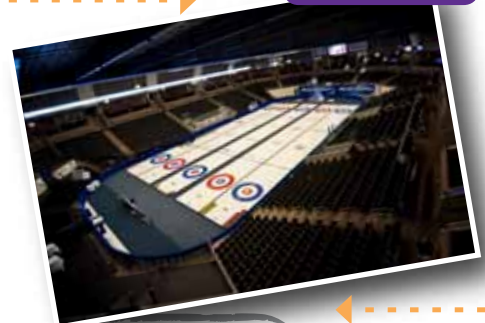
110 Sleeping Rooms
7 Meeting Rooms
1400 Maximum Capacity

RAMADA PLAZA SUITES & CONFERENCE CENTER



185 Sleeping Rooms
16 Meeting Rooms
1800 Maximum Capacity

SHEELS ARENA



5000 Maximum Capacity

BEST WESTERN DOUBLEWOOD INN



172 Sleeping Rooms
11 Meeting Rooms
1000 Maximum Capacity

FARGO CIVIC & CENTENNIAL HALL



7 Meeting Rooms
2700 Maximum Capacity

VISTA INN & CONFERENCE CENTER



116 Sleeping Rooms
7 Meeting Rooms
325 Maximum Capacity

SERVICES

The Fargo-Moorhead Convention & Visitors Bureau is pleased to provide you with a variety of services for your event. Our Convention Services Department is dedicated to serving you, offering a wide range of services. We recognize the unique criteria for every group, but if you need something special, just ask!

Media & Dignitary

We will assist you with news releases and news conferences. We can make arrangements to have a city official write a welcome letter for your attendees' programs.

Pre-Registration Assistance

We will create your convention registration database and assist you with the registration process.

Housing Bureau

Qualifying organizations can utilize our automated reservation services. We will design a customized housing form to meet your needs.

On-Site Registration Assistance

Registration assistance can be provided by an experienced and professional staff. We can also supply your attendees with great local information. Please notify us two weeks prior to your event if you would like registration assistance.

Transportation/Shuttle Service

Should you desire transportation services, we'll be happy to coordinate your shuttle service. We can provide schedules as well as signage.



Note: we are not limited to the services listed. All services are contingent on the number of attendees and rooms picked up peak night.

Guest Information Brochures

Visitor Guides, city maps, restaurant guides, and attractions guides will be available for your registration or information table.

Banners & Posters

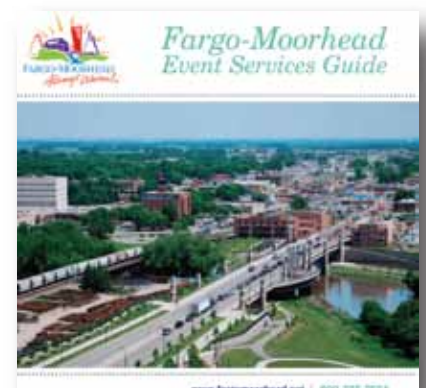
A "Welcome" banner as well as informational and directional posters are complimentary or at a nominal fee.

Guest/Family Programs

The CVB can assist in coordinating guest and family programs, educational and recreational tours, and offer suggestions for "down time" activities.

Speakers & Entertainment

We maintain an Entertainment/Speakers Bureau database that offers hundreds of local, state, and regional options. Whether you're looking for a motivational speaker, light-hearted act, or vocal group--you'll likely find one in our online Speakers & Entertainment listings.



Download the full Services Guide
<http://www.fargomoorhead.org/convention-services.html>

THE SALES & SERVICES TEAM



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