



Overall goal of the Speed Dating program:

- Match a face with a name, company or service
- Introduce your product or service with one memorable fact
- Have fun!!!

Room Setup:

1. There will be round tables set pool side, weather permitting. See reader board for any changes.
2. **Associate Members:** Five Associate Members will sit at each table and move from one table to the next, tables will be numbered to assist you. Only one Associate Member representative per company (hotel, etc) is allowed to participate in Speed Dating. Each Associate Member participating will have a brief opportunity to introduce him/herself to the AMC representatives. Be considerate of everyone in your group and **DO NOT** go over the allotted time. Remember it is speed dating!
3. **AMC Attendees:** There will be five AMCs assigned to each table for AMC attendees with one table captain. **Please check the attached list for your seat assignment.** The AMC representatives will remain at their assigned table during the session. Each AMC member should be prepared to deliver a brief introduction of their Company. **PARTICIPATION BY ALL AMC ATTENDEES IS REQUIRED.**

Instructions:

- Step 1: A whistle will signal the beginning of the round. **The total time per round per table is 5 minutes** (Tops!)
- Step 2: Each AMC attendee should be prepared to deliver a ten second introduction on their Company. Associate members will then introduce them selves and give a brief overview of their product and service. This should take up approximately three minutes of allotted time.
- Step 3: Questions: Once introductions are complete, each AMC table captain will read a question for their table to discuss. The AMC table captain may ask the same question of each Associate Member or may choose to ask a different question of each member. The total time allocated for reading and answering questions is two minutes.

Step 4: Associate Members will have 30 seconds to move to the next table. AMC attendees remain in their assigned seat.

AMC Attendees

- AMC attendee recommended to give: Name, AMC Name, Position within the Company, Location of the Company, type of clients (medical, financial, professional, trade, etc), # of employees, # of clients

Associate Members

- Associate Member to give: Name, Company Name, Position within the Company, Location of the Company, and unique fast fact about your company or compelling feature

What to Bring:

AMC Attendees:

- Bring business cards or a staff list of decision makers/meeting planners within your AMC and use those in response to vendors you find appropriate for follow up.
- Your copy of the registration list to make notes on.

Associate Members:

- Plenty of business cards
- Consider the environment! We ask that you do not bring give-aways and collateral with you to Speed Dating. A photo or an ipad with pictures of your product would be sufficient. We encourage Associate Members to direct AMCs to their materials on the display tables in the registration area.