

Destination Services Overview

408 Almaden Boulevard, San Jose, CA 95110 • 800-SAN-JOSE
www.sanjose.org



About Destination Services

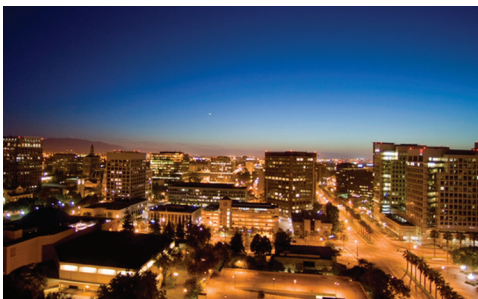
The professional staff of Team San Jose is committed to providing an excellent experience for your event held in San Jose. We are pleased to offer a variety of services to ensure the success of your meeting. Our Destination Services team offers personalized services, including:

Housing

Inventory control for hotel room blocks, VIP and exhibitor room blocks, online booking, personalized e-mail addresses for reservations, weekly reports, custom hotel maps and onsite desk and audit assistance.

Welcome Volunteers

Volunteers provide a meet and greet service at the information booths of the domestic and international arrivals of San Jose International Airport. Greeters provide assistance with arrivals, departures, baggage claim areas and direct passengers to shuttle, taxi areas, or car rental counters. Additional dedicated staff can be hired to provide a higher level of support for attendees and delegates whether arriving in San Jose for the day or a week.



Public Relations

Assistance with media messaging, outreach, joint press releases and onsite assistance as well as serving as liaison for support letters, welcome letters, guest speakers and Civic official participation. Further marketing support and brand promotion is also available through online advertising, e-blasts to targeted local lists and social media.

Registration Personnel and Event Staff

Professional, qualified personnel to welcome your attendees with registration, room monitoring, administrative support, cashiering, lead retrieval, bag stuffing and more. Any event staffing needs you have for events held regionally can be facilitated by our team.

City Branding

Your organization can "Own the City" from City street poles and banners to building wraps and digital signage throughout San Jose. Welcome and event signage with placement options include; Convention Center and Cultural Facilities, public transportation and at the San Jose International Airport.



Welcome Web Page & Merchant Discounts

Dedicated webpage created to welcome your attendees with customized information to assist trip planning as well as a listing of local merchants offering special discounts or promotions to your attendees.

Merchant Awareness Program

Welcome signs posted in storefront windows of local merchants and distribution of general information to Downtown merchants and businesses during event dates.



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Concierge Service

Assistance with hotel accommodations, restaurant reservations and tickets to area attractions and events.

Dining Programs & Reception Planning

Unique dining programs created to allow your attendees to experience the restaurants of San Jose, from topic dinners to progressive dining and pub crawls. Additionally, off site receptions can be planned by our professionals with all charges incorporated onto your master account.

Site Visit

Have you booked your "WOW" San Jose, our custom site program designed to meet customer needs? An escorted tour of site locations by TSJ staff includes: an agenda, assist with airport pick-ups and accommodation arrangements for meeting planners.

Unlimited Possibilities

In addition to these services, our Convention Services team is ready to take on additional and special requests that you may have— the possibilities are endless! For any of the listed services please contact the Destination Services Department at 408-792-4515.