

EVALUATION FORM FOR PROPOSED GI EVENTS

CONSIDERATIONS FOR EVALUATION

Theme:

Location:

Date and Relation to Other Complementary/Competing Events:

Organization and Sponsorship:

Number and Types of Presentations/Activities:

Estimated Number and Profile of Attendees:

Number and Types of Exhibitors:

Number and Types of Products (including Publications):

Estimated Budget (Registration Cost, Total Average Cost to Attendee, Estimated Profit):

EVALUATION CRITERIA

1. Value to G-I Members: Is the event of potential interest and value to the spectrum of G-I members?
2. Quality: Do the management, organization and presentation of the event reflect the standards of the G-I?
3. Value to G-I Organization: Will the event bring positive exposure and recognition to the G-I? Will the event help the G-I reach its membership and sales goals? Will the event benefit relations between the G-I and outside organizations?