

MEETING AND EVENT PLANNING PROGRAM

FALL 2022 SCHEDULE

ONLINE VIA ZOOM | FRIDAYS | 8:30am - 3:30pm

| | |
|---------------------|--------------------------|
| September 23 | Meeting Planning Basics |
| September 30 | Budgeting & Contracting |
| October 7 | Food & Beverage Planning |
| October 14 | Site Selection |
| October 21 | Intro to Special Events |



Massey Business Center 401
1900 Belmont Boulevard

615.460.5554
BELMONTLEADERSHIP.COM