

YOURS
DC
TRULY,

Small Gatherings

Small Gatherings

- Our people
- Our procedures
- Our offerings and service
- The physical space
- Floor plans
- Technology solutions

Our People

- Our team has detailed protocols to maintain a safe work environment for them and for our guests
- Temperature checks are conducted as associates enter the building and have ample handwashing and hand sanitizing resources available
- Our associates will wear masks, gloves, aprons, and hair restraints and are properly trained to do so effectively
- For each meeting, our associates will be organized into teams to eliminate contact with new individuals

Procedures

- Groups with unique timing and spaces – with two floors of meeting rooms, groups will be separated by time and space
- Each room will have a rest period from one group to the next
- Each guest will be provided with sealed meeting kit and an assigned seat
- Restroom capacity will be modified and cleaning increased
- Nightly deep cleaning and
- Hourly surface sanitizing throughout the day
- Added physical barriers and enforced social distancing
- Enhanced vendor compliance standards to ensure a safe space for everyone

Our offerings and service

- We believe that dining – be it in a restaurant or a meeting – should be a comfortable and tailored experience
- Touch-free, digital customization for guests. Orders are collected in advance and a tailored meal is prepared, sealed and pre-set for each guest
- All food items are presented in eco-friendly, single-use containers
- Beverages will be high-quality packaged items with some additions made in house and bottled safely in our kitchen
- Snacks and breaks will be presented in sealed packaging, either from our favorite brands or made in house, and served by our team



Breakfast

- Menus inspired by a continental breakfast with freshly baked pastries, seasonal fruit, craft cold brew coffee, and iced teas
- Each meal is assembled for an individual meeting guest and pre-set at their seat in a seal box
- Allergies, aversions, and preferences can be tailored to
- Warm beverages can be pre-ordered and delivered to individual seats with a premium package
- A range of warm food items like Austin-style breakfast taco, chakchouka, and house made breakfast sausage can be available with a premium package

Lunch

- Lunches are designed to be perfect for working-lunches or to be brought back to your room for a private meal
- Each meal will include a range of salad and sandwich options as well as craft soft drinks and homemade snacks
- Lunches can be picked up in the small groupings in the meeting corridor or delivered to individual seats during a break

Breaks and Receptions

- Initially, large breaks and receptions will be discouraged, and instead travel-ready drinks and snacks will be available
- When possible, meetings should look to one of our beautiful outdoor spaces for an open-air break as a small group
- When gatherings are allowed indoors, our meeting pantries will be converted to coffee bars and cocktail bars with highly trained staff filling every need



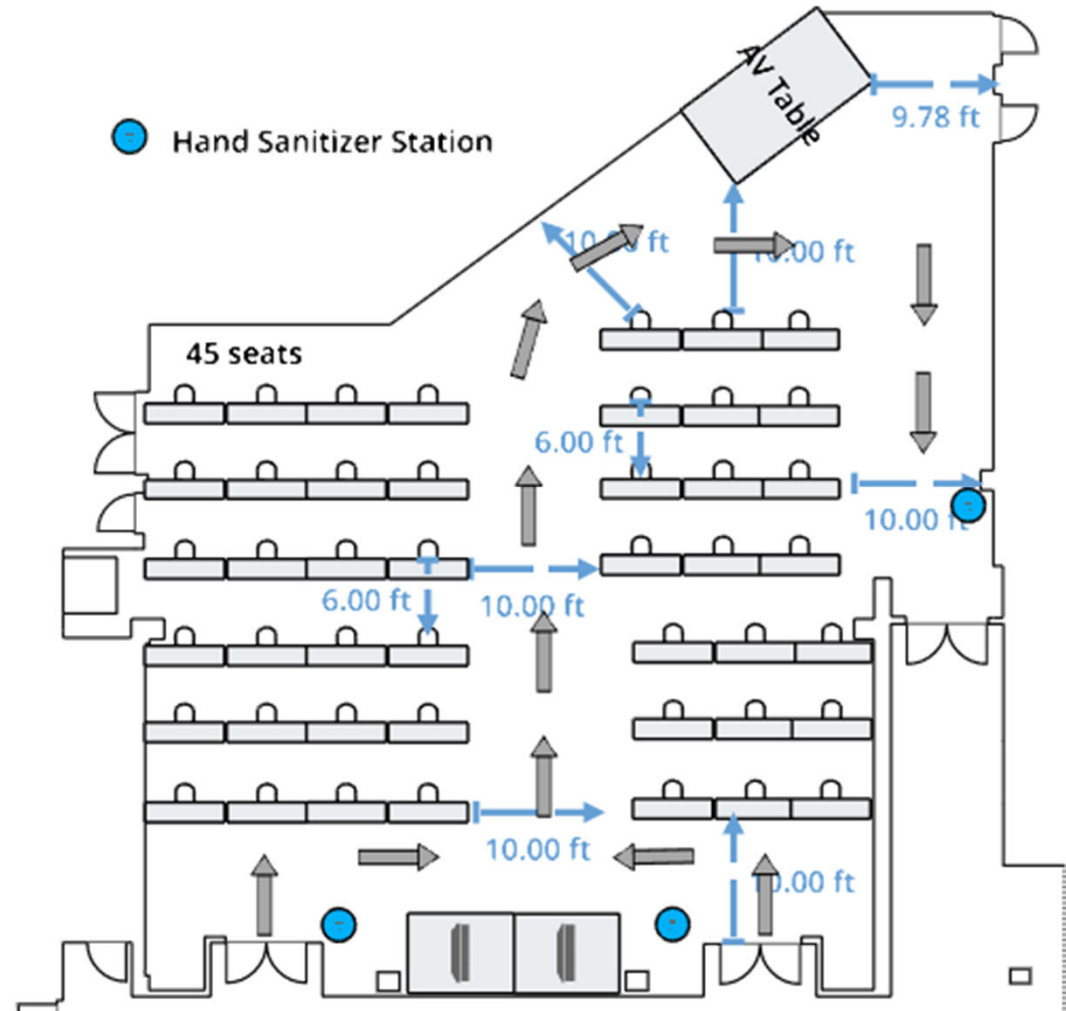
Dinner

- Dinners will be served as staffed, action stations with physical barriers
- Beautiful, seasonal ingredients are featured in a selection of appetizers, entrees, and sides finished and plated for each guest
- Drink service will be packaged beverages from a remote bar
- Sweets will be a small package of freshly made desserts, cookies, and bars to take back to your room

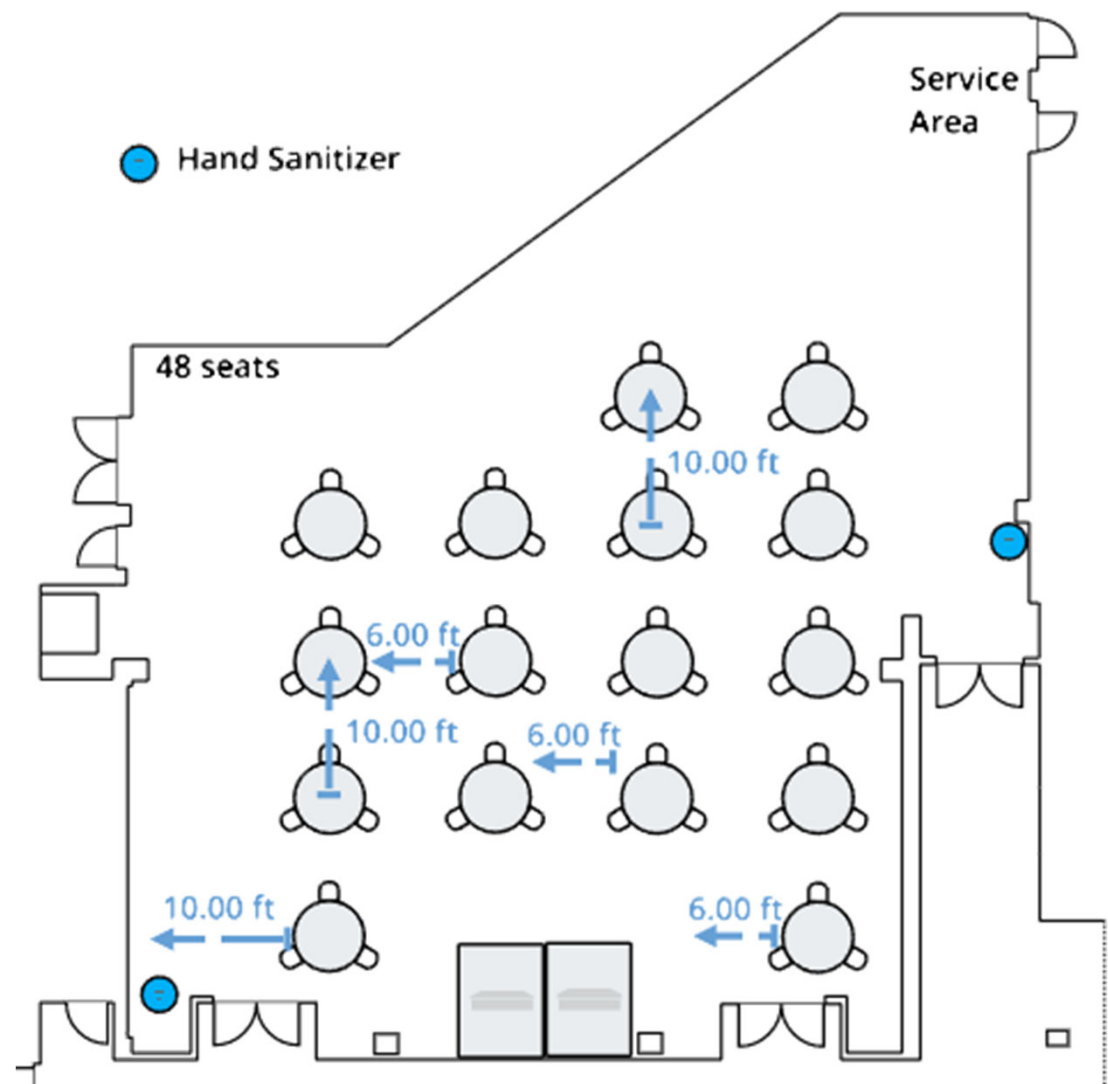
The physical space

- We will follow all CDC and Washington, DC guidelines for safe gatherings as our minimum standard
- All capacities are reduced by at least 50% or capped at 50 guests
- Seats are spaced a minimum of six feet apart
- Clear aisleways through each room with directional signage for one-way traffic
- Communal and board tables with effective spacing will be capped at eight guests
- Hand sanitizer stations throughout the pre-function and meeting rooms

Sample Classroom Setup



Sample banquet setup



Technology Solutions

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New Normal in Events



Virtual access
will be
requested by
attendees



Communication
is on many
platforms



Virtual
attendees will
use various
devices to
stream events

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AV Terminology

- **HYBRID EVENT**

- A workshop, tradeshow, seminar or other meeting with a combination of in-person attendees and online attendees.

- **VIRTUAL EVENT**

- All attendees and participants attend online or digitally.

- **WEB CONFERENCE**

- This is actually a blanket term for several ways to meet, present or collaborate online, including webcasts and webinars.

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Cleaning Standards



EMPLOYEE STANDARDS

- Routine handwashing, readily-available hand sanitizer and face masks as part of our personal routine.
- Daily sanitizing cell phones, radios, tools and other personal equipment.
- Adherence to local guidance for PPE and social distancing with guests, presenters and co-workers.

EQUIPMENT CLEANING STANDARDS

- Before your meeting begins our new standards for sanitizing and disinfecting equipment will take place.
- High touch audio visual equipment such as microphones, slide advancers, laptops, and polycoms will be cleaned thoroughly.
- Upon arriving to your meeting space you will find a cleaning verification certificate signed by a Markey's team member.
- During break times and session changeovers high touch items will be sanitized again, including light switches, markers and laptops.
- At the end of the day all equipment will be disinfected prior to restocking.
- We are happy to take these steps and precautions to provide you with the confidence your meeting space is a safe place to meet and share ideas.

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Getting Started

Initial Questions

- Would you prefer to use your own website to host the event?
- How much interaction is needed between presenters and attendees?
- Will you have both onsite and virtual attendees?
- What level of engagement would you like?

Solutions to Build

Hybrid and Virtual Event Creation, Execution and Management

Online Registration



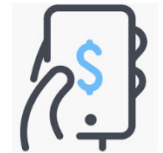
Ticketing



Agenda Creation



Payment Collection



Sponsorship



Branding



Event Analytics

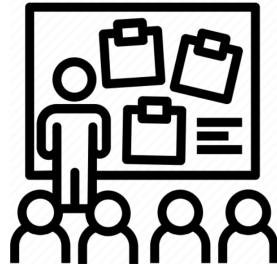


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Solutions to Engage

Hybrid and Virtual Event Creation, Execution and Management

Virtual Breakouts



Virtual Trade Show



Social Room



Polling



Live Q&A



Whiteboard



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Solutions to Support

Hybrid and Virtual Event Creation, Execution and Management

Real-Time Speaker Support



Real-Time Managed Helpdesk



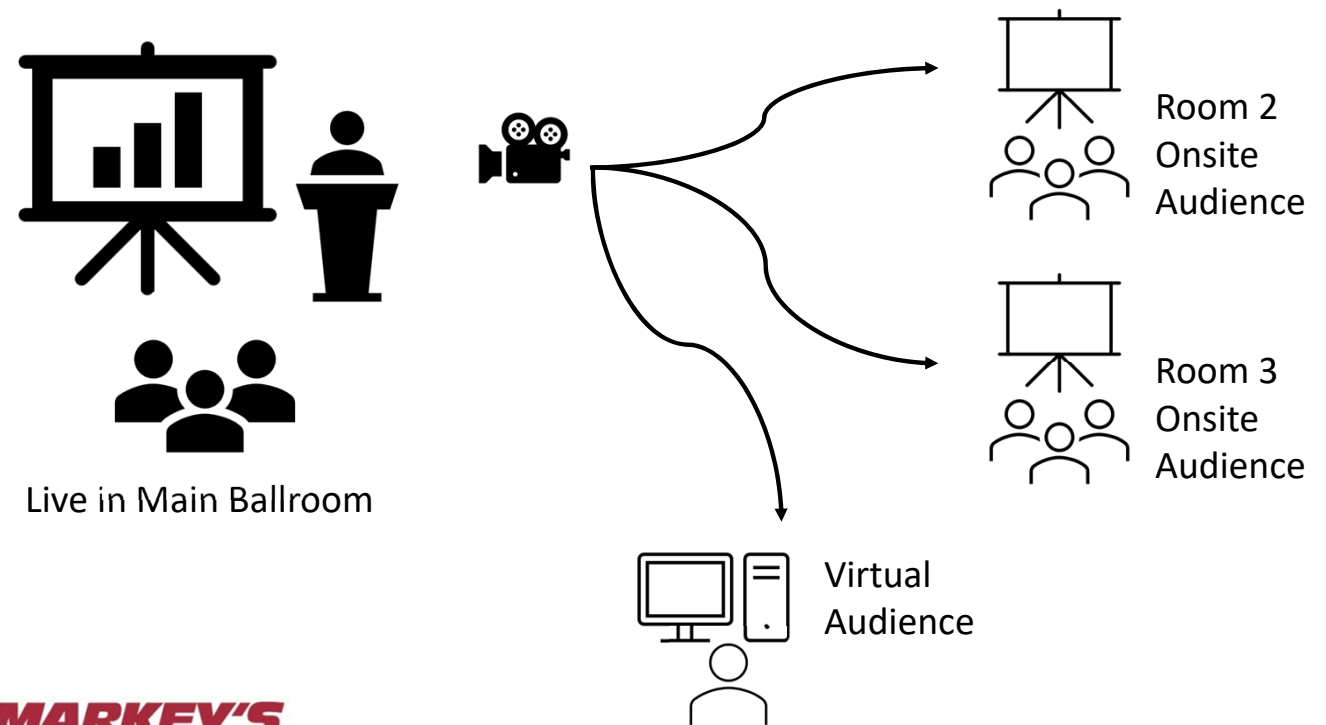
ALL SOLUTIONS COME WITH REAL-TIME HELP

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Hybrid Event Sample

Hybrid and Virtual Event Creation, Execution and Management

Real Time transmission from Main Ballroom to Breakout rooms to support social distance between attendees



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Wide Variety of Solutions

- iMag (Instant Magnification of speakers on Screens)
- Hybrid Engagement (Live and Virtual Audience engagement)
- Single Camera Package (ideal for low budgets)
- Multiple Camera Packages
- Live Stream Services (Zoom or the platform of your choice)
- Remote connectivity through most common devices (Phones, tablets, PCs)
- Remote Live Speakers
- Password protected links for sensitive data conferences
- Professional Audio Integration
- HD Video Recording.

Contact us
for more
information

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