



**Lack time to prepare your next business convention  
(BIO-Europe, BIO US,...)**

Duration: 1 month, Number of days depending  
of the number of targets and your budget

**Access to the business convention**

**Reviewing the profile of your company**

**Definition of the target customers /partners**

**List of contacts in Excel File**  
(positive list, negative list)

**Excel file content** (information to collect)

**Personalized messages to potential customers / partners**

**Invitation send to potential customers /partners**  
**Excel file summerizing all information about the companies**  
**invited for one-to-one meeting**

**Meetings accepted & scheduled**

A week before the event :

**You're ready to prepare your one-to one meetings**