



Organizing Special Events and Conferences: A Practical Guide for Busy Volunteers and Staff

Darcy Champion Devney

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Here is help for anyone who has to produce a public event -- from a church social or school fundraiser to a national conference. This comprehensive and practical handbook is the first to reveal all the tricks and techniques of the professional event organizer. Packed with step-by-step instructions, checklists, schedules, and lists of organizations, addresses, and publications, this edition includes updated resources that will prove indispensable to event planners.

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