



Insaka Management

Who we are

INSAKA Management is a Professional Event Organizer which offers comprehensive services based on the clients' requirements. Our services include workshops, seminars, conferences, travel and hotel bookings and event communications. We make use of a wide range of conference facilities both locally and internationally and negotiate arrangements at special rates for our clients.

As your source of event solutions, INSAKA management is committed to making your every occasion a success.

Our professional staff will undertake planning, organizing, events coordination, scheduling and contract negotiations on your behalf. INSAKA also undertakes facility research and communication on the clients' behalf and to their specification.



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Our Mission

In an ever changing, fast-paced world, success is determined by good choices for lasting effects. Communication is essential. INSAKA strives to be the best choice of clients by helping to ease their event planning burden.

INSAKA's Mission: "service for a changing world" speaks to the adaptable nature of our institution's approach to public service. Through high level professionalism, we will ensure a well lubricated, hassle-free event at a reasonable price. Keeping in tune with the needs of the market, utilizing the latest technology and trends, all while ensuring the client receives the individual attention they deserve, underlines the vision and mission of INSAKA management.



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Our Services

- Venue sourcing
- Event planning and coordination
- Contract negotiations on client's behalf
- Event documentation - printing and preparing conference packs
- Event administration
- On-site registration
- Accommodation reservations
- Flight bookings
- Shuttle services
- Name cards or holders
- Photography arrangement
- Interpreter and translation sourcing
- Corporate gifts
- Banners
- Catering

Contact us

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