



SPEAKER MANAGEMENT BENEFITS

Executive Speakers Bureau is excited to share with you the details of our managed speaker program that we offer to select speakers. ESB Speaker Management allows our managed speakers the freedom to focus on developing their careers, while leaving us in charge of managing the business behind their speaking career.

We support speakers with

Sales and Promotion

Client Outreach

Career Consultation

Client Relations

Event Logistics

Account Management

Executive Speakers Bureau
3085 Fountainside Drive, Suite 101
Germantown, TN 38138
901-754-9404

EXCLUSIVE BENEFITS SPEAKER MANAGEMENT CONTRACT OVERVIEW

Sales, Marketing, and Promotion

We will act as a liaison with you and all clients, our **top speakers bureau partners**, meeting planners, and other organizations that can help **elevate your career**.

We will send regular updates and news about your career and offerings to all bureaus, agencies, and prospective clients through various marketing channels including but not limited to:

- Monthly email newsletters
- Our **Bureau Sales newsletter**
- Social Media
- Direct Outreach

Career Consultation

We will provide you with top-level consultation around everything involving your speaking business, including your speaker website, speaker reel, videos, bio, assets, keynote topics, and more.

We will support in the management of book sales to clients, promotional signings, and distribution of books, and workshop materials. We also leverage our existing relationships with industry-leading videographers, speech writers, editors, graphic designers, and keynote coaches to grow your business.



SPEAKER MANAGEMENT BENEFITS CONT.

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SPEAKER MANAGEMENT OVERVIEW CONT.

Logistics

We will completely manage your calendar, including confirmed events, holds, bookings, and inquiries which will offload this time-consuming task for you.

We will negotiate all of your firm offers, contracts, video requests, and NDAs, as well as process all of the paperwork associated with your events.

We will handle all of the logistics for your events, including all travel, A/V, and logistics and will schedule all conference calls according to your calendar.

You will reduce your costs on office resources by utilizing Executive Speakers Bureau personnel for back-office support.

ESB will communicate frequently with calendar updates and status of current holds and events.

Overall, we will make your life easy with logistics. You'll have a dedicated event coordinator who will take care of all of your logistics, so you can focus on speaking!

Account Management

We will handle all invoicing and accounts receivables for speaking fees, books, and travel expenses, and be responsible for collecting any outstanding balances. This will also allow your income reporting to be seamless as ESB will pay out all fees to you. No more dealing with 1099s or vendor registrations.