



# Sound Malaysia Events

SM EVENTS (003689326-T)

728, JALAN SUNGAI RASA, SECTION 16, 40200 SHAH ALAM, SELANGOR

## ANNUAL GENERAL MEETING

### MUST-HAVES

<i>Good mics and PA system for clear speeches</i>	<i>Video and audio recording as proof</i>	<i>Meeting minutes transcribed from recording</i>
<i>Timely and neat set-up and teardown</i>	<i>A courteous team to depend on</i>	<i>Tech personnel to be on standby during meeting</i>
<i>Visuals like TVs / projector with clicker to display agenda</i>	<i>Playback music for smooth agenda transitions</i>	<i>Tables, chairs and simple deco</i>



@sound.malaysia

soundmalaysiaevents@gmail.com

010 - 2424 363 (Jeremy)

011 - 6112 2488 (Venessa)





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## This Is How We Support Your Event

1. Understand your event needs.
2. Conduct a site visit of the event space.
3. Decide on the required equipment and technical support.
4. Quote an exact amount based on the agreed setup.
5. Set up, support, and pack down on event day.

### Contact:



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