# Landlord Symposium Event Framework

This framework will guide you in the decisions that need to be made throughout the planning process.

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| WHO IS THE TARGET AUDIENCE? |  |
| WHO WILL PRESENT? |  |
| WHAT WILL BE PRESENTED? |  |
| HOW WILL THE INFORMATION BE DELIVERED? |  |
| WHY IS THIS IMPORTANT? |  |
| WHERE WILL THE EVENT TAKE PLACE? |  |
| WHEN WILL THE EVENT TAKE PLACE? |  |
| DAY OF EVENT LOGISTICS  |  |