

# Prince William County/Manassas Convention & Visitors Bureau

## Helping Achieve Your Visitor Service Goals

The CVB is your partner in destination marketing and service. The staff members of the CVB are experts in destination marketing and service and can assist your meeting or event with options tailored to make your guests feel confident in their logistics, information and options while a visitor in the community.

We are a one-stop-shop for all your visitor services needs. With a wealth of information available to you through our *Visitor Services Department*, we are committed to assisting you, every step of the way, to make your planning and upcoming trip stress-free. Listed are just a few of the ways that we can help your group with the planning of your upcoming trip.

### Hotel Blocks

Prince William County is home to 39 hotels with a total of over 3,400 rooms. With such a strong relationship with our hotel partners in the county, we can procure room blocks at competitive rates. A Visitor Services Specialist will work with you on your room requirements. Based on the information received from you, we will research the hotels and provide you with hotel options that best fit your needs. Additionally, once we have secured a room block for your event, we can set the block up on our website, [www.visitpwc.com](http://www.visitpwc.com), for on-line hotel reservations, making your event planning as seamless and worry-free for you and your attendees.

### On-Site Registration

Our CVB personnel can assist you with on-site registration at your event and provide a friendly, courteous welcome for you and your attendees. We can provide your attendees with literature pertaining to Prince William County/Manassas, to include: Official Visitor Guides, Prince William County/Manassas Golf Guide, Calendar of Events and county map all packaged in a Prince William County/Manassas bag, folder or envelope (your choice) to keep it all together. We are also available to assist with directions and answer any general questions about the county and all that it has to offer.

### Group Tours

Free time during your conference? We are available to put together a tour for your group. Perhaps you want to see the Manassas National Battlefield or the National Museum of the Marine Corps. Maybe you want to go shopping at Potomac Mills Mall, home to over 225 retail and outlet stores, catch dinner and a show at the Lazy Susan Dinner Theatre, or, just relax and take in a AAA baseball game. Whatever the outing, we can assist with the planning of your outing.\*

### Publicity

The CVB is happy to assist you with publicizing your upcoming event by including it in our bi-monthly newsletter, distributing your press releases to local media and via our website. Our website, which you can access at [www.visitpwc.com](http://www.visitpwc.com) provides a wealth of information on Prince William County/Manassas. We provide you with up-to-date information on sample itineraries for spouses, families or VIP guests, a listing of all county hotels; restaurants listed by cuisine; attractions; and on-going promotions. Our web-site also provides your handicapped guests a list of our accommodations, attractions, and events that will meet their needs.

We also encourage your organization to link to our website prior to your event. This will give your attendees the added benefit of direct access to all that our county has to offer.

### Economic Impact Surveys

Occasionally, the CVB will request to do Economic Impact Surveys with certain organizations. Information received would be compiled and distributed to the organizing group, the venue where the conference is being held and the CVB.

*\*additional costs may apply*



## PRINCE WILLIAM COUNTY/MANASSAS CONVENTION & VISITORS BUREAU

### Getting Started

Now that you have decided on Prince William County/Manassas for your next conference, please contact our Visitor Services Department at 703-396-7130 x23 to start your planning. You can also go to [www.visitpwc.com](http://www.visitpwc.com) and fill out an on-line RFP. By filling out this form, you will help us to better understand your needs. Once you have completed and sent back the form, a Visitor Services Specialist will contact you.

### For More Information

Contact:

#### Visitor Services

800-432-1792 or 703-396-7130 x23

[visitorservices@visitpwc.com](mailto:visitorservices@visitpwc.com)

Prince William County/Manassas  
Convention & Visitors Bureau  
8609 Sudley Road, Ste. 105  
Manassas, VA 20110  
[www.visitpwc.com](http://www.visitpwc.com)

### Other Services

- Pre conference Site Inspections
- Provide Digital Brochures & Images
- Pre-conference mailing or emails to attendees
- Produce labels
- Official Welcome to group at opening of event
- Print Nametags for conference attendees
- Transportation Bid Assistance

## The CVB

The Prince William County/Manassas Convention and Visitors Bureau (CVB) is the destination marketing organization for Prince William County and the City of Manassas, Virginia. Through targeted and strategic marketing efforts, the CVB promotes the region to potential leisure visitors, tour groups, business travelers, conventions, sports groups and media representatives for the purpose of increasing tourism, visitor spending and furthering economic growth. The CVB is an independent, not-for-profit organization.