



International Academy of Mediators

Zurich Conference Report

Slated for Sept. 30 - Oct. 2, 2021

James Peter

James Peter met with Julia Jung of the Swiss Chamber of Commercial Mediation (SCCM). SCCM agreed on the following terms:

- Yes, they want to participate in organizing the conference fall 2021;
- They will participate on loss/gain proportionally according to their share of participants;
- All participants shall have the right to participate in all offered events equally; Attached is "draft budget".

International Academy of Mediators
Fall Conference: Zurich, October 15-17, 2020

Cost/person

	2019 USD	2019 USD	2019 USD	
Revenue	90 attendees	110 attendees	125 attendees	
Members EB (\$850)	\$63,750	\$79,050	\$90,100 85% of attendees	
Members late (\$950)	\$9,500	\$10,450	\$11,400 10% of attendees	
Non-Members (\$950)	\$4,750	\$5,700	\$6,650 5% of attendees	
Other				
Banquet - Friday Dinner (\$150)	\$4,500	\$6,000	\$7,500 30, 40, & 50 guests/spouses figured	
Thursday Dinner				
Sponsorship				
Sponsorship				
Tickets				
Destination Management Commission				
Total Revenue	\$82,500	\$101,200	\$115,650	
Expenses				
Zunfthaus Zimmerleuten Banquet Option Friday (approx \$150 - 180 per)				
Banquet F&B/reception combined	\$21,600	\$27,000	\$31,500 (original contract offer based on 90 people) - max price of \$180 used here for 120/150/175 people	??
Transportation	\$3,000	\$3,000	\$3,000	
Audio visual - Marriott	\$2,400	\$2,400	\$2,400 sound system, mics, lectern, stage for general session - no AV for B/Os - \$880 Per/Thur & Fri, \$670/Saturday	\$27/22/19
F & B - Marriott	\$26,100	\$31,900	\$36,250 \$145/person Th & FR combined	\$145
Conference Room Rental	\$13,700	\$13,700	\$13,700 Wed: office/BOD meeting \$1600, Th-Fri: 3 B/Os, office \$4800 - Saturday ballroom + office (?) \$6500+\$800	\$126/103/90 (Thur/Fri BOs, 3 per day, \$800 ea + \$6500 Sat am gen'l session room
Welcome reception F & B (Marriott)	\$6,000	\$7,500	\$8,750 120/150/175 people @ \$50 per	\$50
Welcome reception room rental				
Graphics/Printing /Signage	\$1,400	\$1,400	\$1,400	
Shipping/ Postage	\$1,200	\$1,200	\$1,200	
Phone/ Fax/photocopy	\$700	\$700	\$700	
Office supplies	\$500	\$500	\$500	
Speakers' travel combined	\$11,750	\$11,750	\$11,750	\$131/107/94
Speakers' honoraria & gift	\$2,500	\$2,500	\$2,500	??
Staff travel	\$8,500	\$8,500	\$8,500	
Optional Tours				
Miscellaneous Expenses (instruments, books, tips, etc)	\$2,500	\$2,500	\$2,500	
Total Expenses	\$101,850	\$114,550	\$124,650	\$398 total cost/person
Net Income	-\$19,350	-\$13,350	-\$9,000	

Accounting for 125 total attendees, 25 or 50 of them Swiss

Expense reduction for 25 Swiss mediators: \$9,950. Total IAM Expenses: \$114,700. NET Income: \$950
Expense reduction for 50 Swiss mediators: \$19,900. Total IAM Expenses: \$104,750. NET Income: \$10,900