



Trade Relation Services

The Kansas World Trade Center assists in the development of international business relationships by acting as the liaison to the local business community. We utilize our local and global network and experience in building international business relationships to provide quality trade mission assistance that is guaranteed to surpass your expectations.

For years businesses and government have called upon the Kansas World Trade Center for their trade relation services. From January 2009 to present, we have successfully hosted and/or assisted over 23 delegations from 11 countries. Our experience provides us the knowledge to advise and support that will enable you to achieve your desired business objectives.

Trade Mission Assistance

Conference & Event Coordination

We provide coordination services utilizing networking and professional expertise to develop and implement events to meet your objectives. These services are unsurpassed in value and quality and customized to meet your needs. Coordination services are price per event. Services include:

- Event organization and management
- Event marketing and promotion
- Rental and coordination of venue space
- Event material production
- Food and beverage arrangements
- KWTC staff management assistance on day of event

Site Visit Coordination

Site visits to local company facilities can be arranged accompanied by KWTC staff area company facilities of mutual interest. Tours are located at the company facility. A maximum of four visits can be arranged per day. Site visits are priced at \$450 for each local visit arranged based on a maximum of ten individuals in the visiting group. For each additional five individuals, there will be \$100 charge per site visit.

Business-to-Business Meeting Coordination

The Kansas World Trade Center arranges individual business-to-business meetings based on mutual interest. In order to schedule meetings, it is required that companies complete a Corporate Profile which will allow the Kansas World Trade Center to better understand the company and its product. Upon successful completion of this profile, meeting arrangements can be made based upon mutual interest.



Additional Services

Hotel, Transportation and Leisure Accommodations

The Kansas World Trade Center will make arrangements during your visit including hotel reservations, transportation accommodations as well as arrange for leisure activities as desired. A coordination service fee will be charged in addition to direct cost of accommodations.

Local Market Research

The Kansas World Trade Center provides information pertaining to our local market including industry specific statistics, company profiles and import/export data. This information is a valuable resource when investigating the many opportunities that are available in the local business community. Research priced at \$125 per hour.

Temporary Office Space Rental

The Kansas World Trade Center offers a private office is furnished for one executive, fitted with direct telephone lines, fax, internet, and computer, with receptionist and access to our international trade library, kitchen & conference room. This space is located in the Kansas World Trade Center office suite to provide the maximum convenience and assistance with our trade professionals during your stay. Office space is available for rent at \$50 per day, \$125 per week, or \$375 per month. Additional office space can be arranged upon request.

Translation & Interpretation

The Kansas World Trade Center provides translation and interpretation services for your convenience. Documents to be translated are priced per word with a \$200 minimum. Interpreters are also available during your visit at a minimum charge of \$35 an hour.



KWTC Trade Relations Services are certified by the World Trade Center Association as a Center of Excellence.

Coordinate your next trade mission to Kansas with the KWTC. For more information, contact Jorge Roldan at roldan@kansaswtc.org.