

Fitness Seminar Checklist

The Alaska Club has many professionals we could utilize when setting up a Fitness Seminar. We have personal trainers, fitness experts, nutritionists etc. Please use the Wellness Resource list as a reference. You will have your own contacts that you feel comfortable with at your club, feel free to utilize those contacts for these events.

TIMELINE??

- Identify a day and time with your corporate contact
- Determine if the Seminar will be at their place of business or TAC
- If at TAC confirm that space is available
 - West Board Room- Greg Tyler
 - East Board Room- Bonnie Moore
 - Group Fitness Studio- Becky Davis
 - Eagle River Board Room- Taylor Medina
 - Valley Theater- Shane McNellis
- Decide on topic for Seminar
- Contact proper TAC staff to request their participation
 - See Wellness Resource list
 - Utilize strong fellow employees in your club
- Confirm date, time and location with corporate contact
- Send Marketing to corporate contact
 - Fitness Seminar invite
 - Fitness Seminar sign up