

Matchmaking Meeting Frequently Asked Questions (FAQ)

- A Matchmaking Meeting is a face-to-face meeting with a small business owner and a prime company, who will meet privately for five (5) minutes, to discuss how current or future procurement needs can be fulfilled by your company.
- No contracts are guaranteed on the day of the meeting. The meetings are meant to provide exposure to prime companies who may potentially need your company's services.
- Pre-registration to meet with matchmaking host companies will occur on event day from 8:00am to 9:45am. So, come early to get this step completed. At registration, you will be given order numbers to determine your place in line to meet with [matchmaking host companies](#).
- To get prepared for your matchmaking meetings, review the Participating Companies [Products/Construction/Services Needs](#) on MWMCA's website. Also, if you can but not required, do a little research and visit the matchmaking hosting company's websites to gain further information.
- At a minimum, expect to get your questions answered and discover if your product or service is of value to the prime company. Expect to find out who to talk to about the products/services your company provides.
- During the Matchmaking Meeting the small business owner should:
 - Introduce themselves/company
 - Explain how you can fulfill their current needs
 - Highlight services and/or products
 - Provide a Capability Statement or Line Card (optional but suggested)
 - Ask what the next step will be for you
 - Most of all make an IMPRESSION