

Main Features

Nested Categories

- Organize your events cross infinite categories and subcategories.
- Event can be assigned to one or multiple categories.

Powerful, flexible events management

- Easily create any types of events
- Free or paid events.
- Limit or un-limit number registrants.
- Fixed start date or a TBC (to be confirmed) date.
- Enable or disable registration (display only events).
- Registration handled on site or on external website.
- Private events: Users can only register for the event if they know event password.
- Custom fields to add more information of events if needed.

Recurring events

Create multiple instances of same event (one parent event and multiple it's children events)

- Recur events daily, weekly, monthly, and sets of dates.
- Each child event is an independent event with its own registrants, registration form, tickets...
- Update parent event can update information of all children events.

Locations/Venues management

- Easy location/venue creation by simply dragging the marker on the map.
- When you move the marker on the map, the address of location will be updated automatically.
- Display event location/venue on Google Map.
- Display events from a selected location/venue. Get direction to a location/venue.

Nice, clean, responsive layouts

- Users can browse, register for your events from PC, laptop or any mobile devices.
- Different layout options to display events: Calendar, Timeline, List, Columns.
- Modules to display upcoming events, categories, locations, events map, mini calendar...

True, smart multilingual solution

- Translated categories, events, registration form, email messages ...to Swedish and English.
- Events automatically change translation depending on the selected language.

Multiple discount options

There are multiple options which you can use to give discounts for your registrants to encourage them to register for your events.

- Coupon codes: Fixed discount amount or by percent.
- Early bird discount: Offer discount if registrants register before certain date.
- Members' discount: Offer discount if registrants are members on your site (members from different groups can have different discount amounts).
- Group registration rates: The greater number of registrants, the lower price.
- Bundle discount: Offer discount if registrants for multiple pre-determined events.
- Late fee: Charge additional fee if registrants register after certain date.

Custom fee fields

A unique, power feature of Events Booking allows you to charge registrants different registration fee based on what they choose/enter on registration form.

- Single selection (Radio / Single select). Example Adult: 100:-, Student 90:-, Children 30:-.
- Multiple selections (Checkboxes/Multiple select). Example: Lunch (+100:-), Wi-Fi (+10:-) Text fee field with fee formula.
- Multiply value of different custom fee fields to calculate final fee.

Multiple ticket types

If it is needed, you can define multiple ticket types for your event. Users can choose the ticket types they want, select quantity for their registration.

- Each ticket type can have a different price and capacity available for purchasing.
- You can set maximum number of tickets which registrants can purchase for each type.
- Registration will be disabled for an event when no ticket types left for purchasing.

Different options to register for an event

- Individual Registration allows you to register for one user.
- Group Registration allows you to register for several users in a group. With group registration rate setup, admin can give discount for group registration (the more members in group, the more discount).
- Registrants can access to registration history page to view their registration history and edit information of registration records if needed.

Custom, flexible registration form

- Choose to show/hide, require/not require any fields on registration form.
- Choose which fields you want to use for each type of registration (individual registration form, group members form, group billing form).
- Create additional custom fields to collect any information you want from registrants. Each event can have its own, independent set of custom fields.
- Registration integration option allows registrants to register for a user account while registering for an event.

Coupons & Tax support

- Create coupon codes to give discount for registrants.
- Two types of coupon discount supported: By percent or by fixed amount.
- Coupons can be imported/exported from/to CSV/Excel file.
- Tax rate can be added for each event to charge tax for registration.

Deposit payment & Waiting List

- Enabling deposit payment for an event will allow registrants pay upfront fee (determined by admin) while registering and pay remaining fee later (online payment or manually at the event).
- Enable waiting list allows users to join waiting list of an event when it is full. Later, if someone cancels the registration, admin can move these waiting lists users into registrants.

Supporting multiple payment gateways

Registrants can make payment for their registration easily using the payment gateways you want.

- The most popular payment gateways: PayPal, Swish, Klarna and Offline payments. (Swish and Klarna under development and launching soon)
- Other payment gateways such as Stripe, 2Checkout, Authorize.net SIM (Server integration method), First Data, iDEAL Mollie are possible to activate upon request.

Invoicing

- Generate PDF invoices and send to registrants for paid registration.
- Invoices can also be downloaded from registration history.
- Invoice format can be customized for each event including your logo and information.

Tickets PDF

You can configure the system to send PDF tickets to registrants when they register for your events.

- Tickets layout is configurable.
- Use QR-CODE in tickets PDF to check-in the registrants.
- Tickets PDF can be configured (on/off) per event.
- Each event can have its own tickets layout if needed.

Validate/ Check-in registrants using QR CODE

- Generate QR CODE and send it to registrants in confirmation email or Tickets PDF.
- Use your mobile web browser, or mobile APP to scan QR-CODE and check-in registrants at the event.

Issue Certificates

- You can configure and generate certificates for your registrants.
- Certificate can be turned on/off for each event.
- You can use a general certificate layout or design it for each event.
- Registrants can download certificates after event completed from registration history or via download link in confirmation email.

Emails notification

- Notification emails sent to administrator when someone register for an event or submit event from front-end.
- Confirmation emails sent to registrants when they register for an event or their registration is approved by admin (in case they use offline payment).
- Mass Mail to send emails to all registrants of a selected event. Batch Mail to send emails to selected registrant.
- Reminder emails sent to registrants (automatically by the system) to remind them X-days before the event started.
- Notification email sent to administrator when registrants cancel his registration. Each event can have its own notification emails and email messages if required.

Synchronize profile data

- Use data stored in user profile to pre-fill registration form automatically if registrants have an existing account.
- Create a user account and update profile data with the data entered on registration form of registrants don't have account before.

User Commenting System

- Users can comment on every event and reply to the others' comments.
- Admin has full control of managing comments

Social sharing

- Share your events on social networks such as Facebook, Twitter, Google+, and ...
- Possible to save events in personal calendars like Google, Yahoo, Outlook calendar

Manage registrants

- View registrants list, search for registrant based on first name, last name, organization, transaction id, filter registrants from a selected event...
- Add/edit registration records, add more registrants into an existing group registration. Approve offline payment registration (after receiving payment from registrants).
- Export/Import registrants to/from Excel, CSV file.
- Sending mass mail to registrants of an event or to selected registrants.
- Resend email (in case registrants don't receive it for some reasons).
- Check-in registrants, download invoices, tickets, certificates if needed.

Front-end managements

Users with event management permissions can perform the following tasks in the front-end:

- Submit events and locations.
- Edit, Delete, Publish, Un-publish events.
- Export registrants of an event.
- Manage registrants (edit, delete, and publish (approve) registrants). Check-in registrants.
- Registrants can access to see their registration history, edit their registration records.

SEF / SEO optimization

- Intelligent core SEF router generates friendly URLs without having to use any third-party SEF service.
- You can set Meta data (Meta keywords, Meta description) for each event.
- Semantic HTML coding. Following <http://www.schema.org> standard that is officially supported by Google, Bing and Yahoo. This way search engines will understand when the event will take place, where and what images and descriptions are related to the event. The semantic web will make your events and locations rank much higher in search engines.