

EVENT PLANNING PORTAL

iParq's Event Planning Portal (EPP), allows our customers to manage all aspects of event planning for your organization. In addition to parking needs, the EPP gives your internal departments the ability to request resources Equipment, Personnel and Transportation.

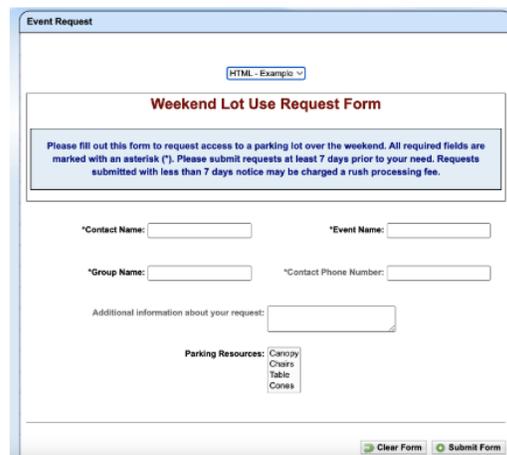
Departments can make inquiries for resources and confirm vendors including in-house parties or external (third party) entities. The portal allows online payments by both the Event Organizer and their customers, allowing for payment via in-house invoice process (Scope TBD) or via accepted credit card methods through client or iParq merchant processors. This module is also compatible with third party systems, such as Single Sign-On (SSO), Merchant Processor, and Enterprise Resource Planning (ERP).

Build Custom Events

- Provide customers with a simple, online form that you can track through every step of the event process. Set specific resource allocations from cones to people to spaces with your rates for each event, while maintaining full control of your inventory.

Build Custom Event Request Forms

- Not sure what to ask for? No problem. Our customizable form allows you the chance to get as detailed as you want to be when requesting details from those that wish to host an Event at your site. Making fields optional or required gives you the chance to allow for flexibility with your Event Requester.



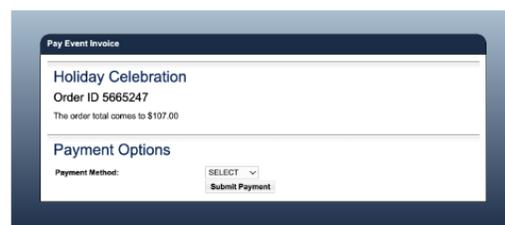
The screenshot shows a web form titled "Event Request" with a sub-header "Weekend Lot Use Request Form". It includes a dropdown menu for "HTML - Example", a blue instruction box stating "Please fill out this form to request access to a parking lot over the weekend. All required fields are marked with an asterisk (*). Please submit requests at least 7 days prior to your need. Requests submitted with less than 7 days notice may be charged a rush processing fee.", and several input fields: "*Contact Name:", "*Event Name:", "*Group Name:", and "*Contact Phone Number:". There is also a text area for "Additional information about your request:" and a "Parking Resources" section with checkboxes for "Canopy", "Chairs", "Table", and "Cones". At the bottom right, there are "Clear Form" and "Submit Form" buttons.

Build Custom Invoices

- Every event needs a process for payment. This reservation System will give you the means to brand your Invoices so that customers can pay you without second guessing you, or the decisions made.

Online Payment Portal

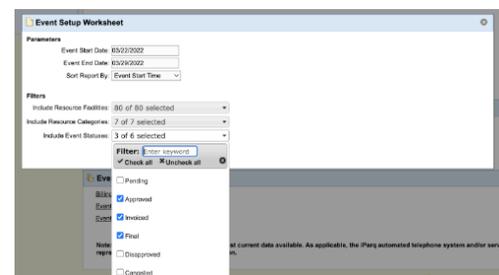
- Even if the events span for days, you will have a tracking process that breaks down the event into daily activities making it easier to understand and digest. Taking payments will be a breeze with either over-the-counter payments for that customer friendly touch, or a convenient online approach allowing your customers to take care of it from anywhere.



The screenshot shows a "Pay Event Invoice" page. The event is titled "Holiday Celebration" with "Order ID 5665247". It states "The order total comes to \$107.00". Under "Payment Options", there is a "Payment Method:" dropdown menu with a "SELECT" button and a "Submit Payment" button.

Analytics: Robust reporting feature.

- Analyzing your data has never been easier with all of the reporting functions housed in one place. All the transactions happening in real-time are reportable in real time, and getting access has never been more straightforward with the ability to schedule those reports to fly into your email when you want them.



The screenshot shows an "Event Setup Worksheet" interface. It includes "Parameters" for "Event Start Date" (03/22/2022), "Event End Date" (03/29/2022), and "Sort Report By" (Event Start Time). There are "Filters" for "Include Resource Facilities" (80 of 80 selected), "Include Resource Categories" (7 of 7 selected), and "Include Event Stages" (3 of 6 selected). A "Filter:" text box contains "none keyword" and "Check all" / "Uncheck all" options. A list of checkboxes is visible, including "Eve", "Bills", "Event", "Food", "Note", and "Cancelled".

Additional Information

Third-Party Integrations

iParq being the Software company that it is, understands that integrating with your systems can be a game changer. Whether it's (Single Sign On) SSO, a custom Merchant Processor, or Enterprise Resource Planning (ERP) we are here to help make sure you have a successful experience when you partner with us.

Use in Unison with our other Event Sales Services

No one wants to wait to buy their parking last minute on the day of the Event. Easily set up Pre-Sales for different levels of parking so that Event Customers can buy in advance and have peace of mind knowing they can pull up, and park with ease. Online payments make it safe and easy for attendees to get the parking taken care of as far in advance as you want them to.

Our (Permit On Demand) POD setup is a fantastic way to take payment for those that didn't order online in advance. If the attendee missed their opportunity, it's okay! You can still collect payment with a valid receipt for them to park while taking cash or card in the field. All this is reported in real time with the system that runs it all behind the scenes. Combining this tool with the Pre-Sale option gives you a fully supported experience for you and your customers.

[Contact iParq to learn more.](#)

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