Product Feature Checklist

EventSpot™
from Constant Contact®

EVENT CREATION AND REGISTRATION

Automatic registration collection

Over 150 themes to create visually attractive events

Customizable registration forms

30 standard registration questions available

Include up to 20 custom questions

Online maps for event location

Ability to create multiple registration fees   *(Member/non-member, guest, early/late)*

Use promotion codes to offer special access, discounted pricing and host private events

Guest registration

Paper tickets, mobile tickets and mobile tickets via Passbook

Multiple payment options for registrants   *(credit card, check, Pay at the door, ProPay, Authorize.net, PayPal™)*

Supports 21 different currencies

Automatic registration confirmation emails

RSVP

Sell items

Collect donations

EVENT PROMOTION

Custom event invitations with unlimited sending

Web page for your event

Events Calendar Tool and widget for website

Unique shareable event URL to post anywhere

Get your event noticed by sharing it on public event directories

Display a list of who's attending

Send event reminders and follow-up emails to registrants and non-responders

RSS feed

Allow your event to be found on search engines by adding SEO keywords

Tweet your Event

Share your event on Facebook

Let registrants share the event on social sites   *(Twitter, Facebook, LinkedIn)*

Add a hashtag for your event

Promote your event on your Facebook page with the Facebook App

Product Feature Checklist

EventSpot™ from Constant Contact®

TRACKING AND REPORTING

Add Google Analytics code to track page traffic

Social stats: Track tweets, shares, and likes

View event reports and export to PDF, Excel, CSV

A variety of standard reports *(registrant details, registration status, items for sale)*

Track who opens, clicks and forwards invitation

Event Check-in app: Check registrants in via your mobile device

CONTACT MANAGEMENT

Contact management features to easily store, organize and maintain all of your contact information in one place

Quickly add your existing contacts from other tools like Excel, Outlook, Salesforce.com and many more

Easily organize and group contacts to get the right message to the right contacts

Easily capture new contacts with free integrated signup tools for your website, Facebook page and more

Easily keep your list up-to-date with new signups added, duplicate contact records managed, and unsubscribed contacts removed for you

ADDITIONAL FEATURES

Flat pricing, no fee per registrant

Free, unlimited coaching and customer support via phone, email, chat, online FAQs, videos, tutorials *(9am-11pm ET Mon-Thurs, 9am-9pm ET Fri, Email 7 days per wk)*

Mobile friendly registration and payment

Image editing

Stock image gallery *($5 add-on for MyLibrary Plus)*

Anti-SPAM checker

Integration with Email Marketing, Social Campaigns, Online Survey

13 available API's for managing events as well as registrants and guests

The personal event coaches for EventSpot can give you access to event best practices, guides, tutorials, webinars, tips and more. They are here to help you navigate through creating and publishing your first event with EventSpot. If you have questions about EventSpot or setting up online registration for your even our event coaches are here to help.

Buy Now   or **Try it FREE** for 60 days

Want to talk to someone? Call **1-866-876-8464** to speak with an event coach.