



EventPro®

Hotels & Catering Facilities

Event Management Software

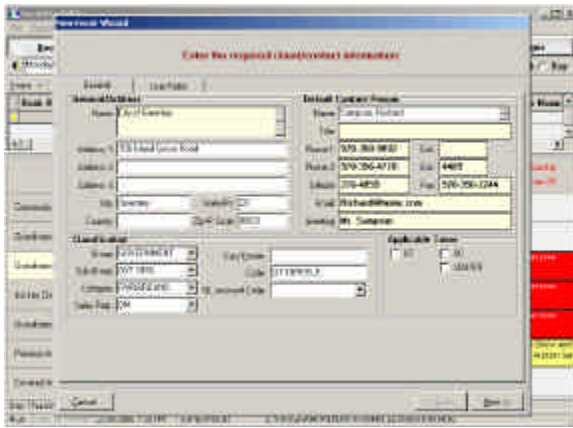
Welcome to EventPro, now even more powerful, yet still easy to use.
If you want professional results, take a close look at EventPro.
The Complete Solution in Event Management...

| Book # | Status | From | Starts | Ends | To | Event Name | Function Name | Event Category | Customer Name |
|--------|--------|--------------------|--|--|------------------------|--------------------|--|--|---------------------------------------|
| | | | Monday Jan 23 | Tuesday Jan 24 | Wednesday Jan 25 | Thursday Jan 26 | Friday Jan 27 | Saturday Jan 28 | Sunday Jan 29 |
| | | Community Building | Cub Scout Round Boy Scouts of Am | Cub Scout Round Boy Scouts of Am | Susan G Country M | | Administration Mee Orchard Lions Club | Administration Mee Orchard Lions Club | |
| | | Grandstand Arena | | | | | | | |
| | | Grandstand Complex | | | Meeting S Chipeta C | | Maintenance | Maintenance | Maintenance |
| | | Jockey Club | Farmers Market 29 Bloom Flea Market | Farmers Market 29 Bloom Flea Market | | | Maintenance | Maintenance | Maintenance |
| | | Grandstand Lobby | | | Meeting S Chipeta C | | Maintenance | Maintenance | Maintenance |
| | | Practice Arena | | | | | Beginners Riding L County Equestrian | Swine Show and S Baker Auction Ser | Swine Show and S Baker Auction Ser |
| | | Covered Arena | | | | | | Advanced Riding L County Equestrian | |

Booking Calendar

- Eliminate Double Booking
- Know at a glance!

EventPro's superior graphical Booking Calendar offers "Day", "Week", "Month" and "Year" views. Select your preference and easily switch views with a simple click. The user-definable color-coded statuses are used to show which rooms are booked and the status of each. A quick reference of event names, times and statuses are shown at the top of the booking grid or in a drop down box when a cell is touched with the mouse.

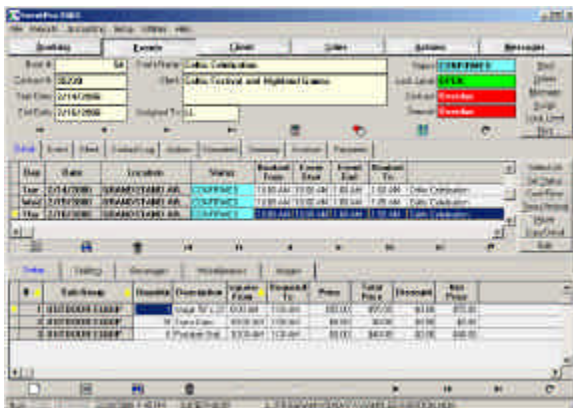
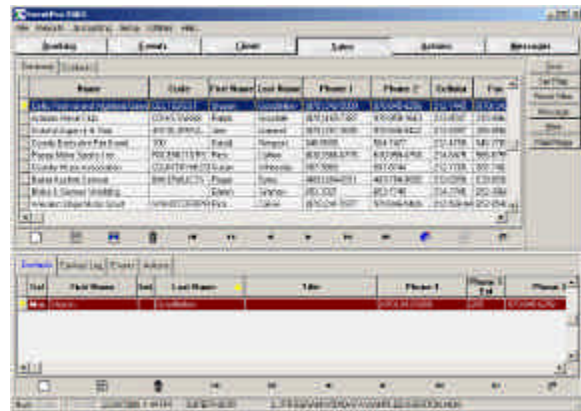


Booking Wizard

Eliminate errors! EventPro is the only event management software with a “wizard” to guide the user through the booking process step-by-step, screen-by-screen to ensure that nothing is forgotten. Move smoothly from event information to customer information to room rates and following right on through to event detail information. Easily create single or repetitive bookings. It is easy to learn and simple to use.

Contact Management

Empower your salespeople to provide the highest level of service possible! Keep complete client information including unlimited contact persons. EventPro’s contact management module has separate file tabs for “Contact Log” (history of contacts), “Notes” and “Ticklers” (reminders). Access the built-in Word Processor to create letters for a selected customer or use the “filtering” option to isolate a particular group of customers.

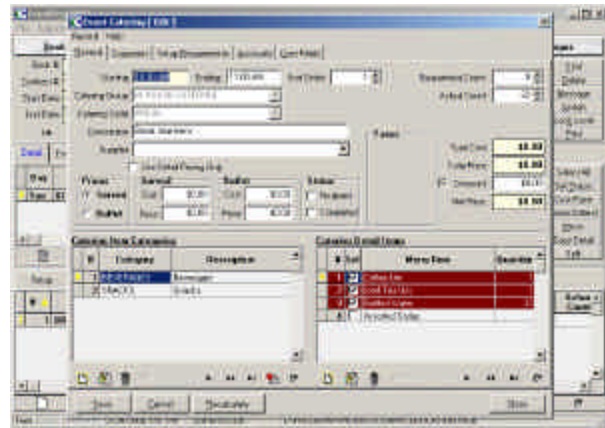


Event Details

Simply the best! EventPro's Event Detail Screen offers individual file tabs for Setup Materials (including A/V), Labor, Catering and Liquor as well as Letters, Images (floor plans and/or photos), Discounts and Ticklers. Our convenient "Copy" function saves endless amounts of data entry time and possible errors. Adding detail items to an event couldn't be simpler. Yet, EventPro has the versatility to handle unique situations with ease. A simple click of the mouse will put the user back into the Booking Calendar to begin a new booking.

Catering

EventPro is unsurpassed by any other package for flexibility, power and ease of use. EventPro divides Catering into four levels. These levels being Menu Group (e.g. Breakfast, Lunch, Dinner, etc.), Menu Codes (Specific Menu Names), Menu Categories (Entrees, Potatoes, Salad, Desserts, etc.) and Menu Items (e.g. Roast Beef, Baked Chicken, Scalloped Potatoes, Caesar Salad, etc.). Choose "Served" or "Buffet" with a simple click of the mouse.



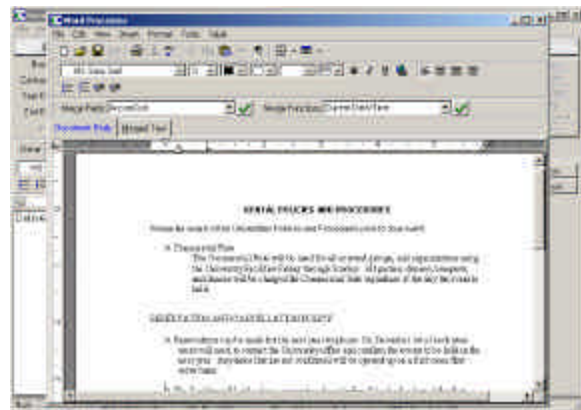
| PSI (EventPro Internal) | | Banquet Event Order | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------------------------------|-------------|----------|-------------|---------------------|---|-------------------------------|--|---|-----------------------------|--|---|---|--|--|--------------------------------|--|--|------------------------------|--|--|--|--|--|----------------------------|--|
| 407 - 15 Innovation Blvd., Saskatoon, SK, S7N 2X8 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post As: | JP Accounting Convention | Contact Name: | Kelly, John | | | | | | | | | | | | | | | | | | | | | | | | |
| Company: | J.P. Kelly Investments - Seminars | Phone: | 095-1234 | | | | | | | | | | | | | | | | | | | | | | | | |
| Address: | | Alt. Phone: | | | | | | | | | | | | | | | | | | | | | | | | | |
| Acct. Code: | | Fax: | | | | | | | | | | | | | | | | | | | | | | | | | |
| Event Setup/Comments enter any extra notes here | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date: Tuesday, October 24, 2000 | | Time: 7:00 AM To: 6:00 PM | | | | | | | | | | | | | | | | | | | | | | | | | |
| Location: The Pacific Room | | Attendance: 150 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Function: JP Accounting Convention | | Rebate: \$300.00 | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>Caterina</th> <th>Setup Items</th> <th>Technical Equipment</th> </tr> </thead> <tbody> <tr> <td>8:00 AM 150 Diplomat Dinner Buffet (Minimum 100 People) @ \$20.95</td> <td>10 Cloths for tables @ \$2.10</td> <td></td> </tr> <tr> <td>Dinner Buffet includes: Hors d'oeuvres Bread and Butter, Coffee, Tea, Milk, After Dinner Mints</td> <td>10 10' Round Table @ \$8.00</td> <td></td> </tr> <tr> <td>Entrees-A Choice of One Baked Chicken Pieces</td> <td>1 Screen and Overhead Projector @ \$50.00</td> <td></td> </tr> <tr> <td>Selection of Salads Fresh Vegetables with dip, Caesar Salad, Greek Pasta Salad, Marinated Fresh Mushrooms, Oriental Marinated Vegetable Salad</td> <td>1 Cordless Lapel Mic @ \$45.00</td> <td></td> </tr> <tr> <td>Cold Dishes included Fresh Fruit and Deluxe Cheese Platter, Decorated Baked Salmon</td> <td>1 Hostesses 11 Hrs @ \$10.50</td> <td></td> </tr> <tr> <td>Potato-Choice of one: Creamy Whipped Scalloped</td> <td>1 Audio Visual Technician 11 Hrs @ \$28.00</td> <td></td> </tr> <tr> <td>Vegetable-Choice of one: Buttered Carrots and Snap Peas</td> <td>1 Daycare Volunteer 11 Hrs</td> <td></td> </tr> </tbody> </table> | | | | Caterina | Setup Items | Technical Equipment | 8:00 AM 150 Diplomat Dinner Buffet (Minimum 100 People) @ \$20.95 | 10 Cloths for tables @ \$2.10 | | Dinner Buffet includes: Hors d'oeuvres Bread and Butter, Coffee, Tea, Milk, After Dinner Mints | 10 10' Round Table @ \$8.00 | | Entrees-A Choice of One Baked Chicken Pieces | 1 Screen and Overhead Projector @ \$50.00 | | Selection of Salads Fresh Vegetables with dip, Caesar Salad, Greek Pasta Salad, Marinated Fresh Mushrooms, Oriental Marinated Vegetable Salad | 1 Cordless Lapel Mic @ \$45.00 | | Cold Dishes included Fresh Fruit and Deluxe Cheese Platter, Decorated Baked Salmon | 1 Hostesses 11 Hrs @ \$10.50 | | Potato-Choice of one: Creamy Whipped Scalloped | 1 Audio Visual Technician 11 Hrs @ \$28.00 | | Vegetable-Choice of one: Buttered Carrots and Snap Peas | 1 Daycare Volunteer 11 Hrs | |
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| Catering Contact: _____ Title: _____ Date: 10/12/2000 | | Client Approval: _____ Date: _____ | | | | | | | | | | | | | | | | | | | | | | | | | |
| PSI (EventPro Internal) 407 - 15 Innovation Blvd., Saskatoon, SK, S7N 2X8 Phone: (306) 975-3737 Fax: (306) 975-3739 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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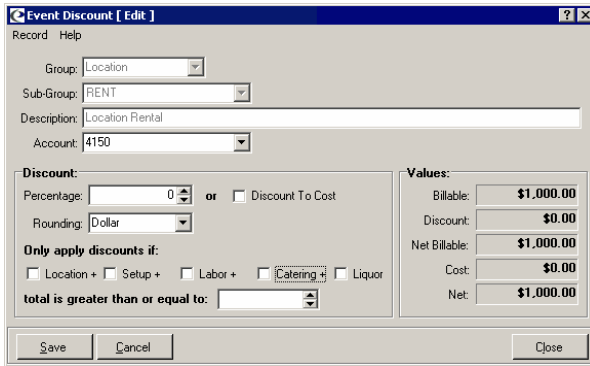
Reporting

No more searching through endless reams of paper. Design the report that provides the required information...and nothing else! Whether it's Event Reports, Setup Reports, Financial Reports or Accounting Reports, EventPro's unique "filtering" feature allows the user to isolate the exact information to be used for the report. The possibilities are endless. Current, historical and future EventPro's database is offered in Access and Microsoft SQL. EventPro also includes a built-in report writer so that users can learn to create custom reports.

Word Processing

Keep all pertinent information in one file. EventPro keeps all correspondence with the rest of a client's event information. EventPro's built-in Word Processor is ideal for creating form letters, leases and contracts. Choose your font, select your type size and special effects and add in the required "merge" fields. EventPro will produce a professional document that can be automatically personalized for a particular client with the click of a mouse button. The completed document can be printed, faxed or sent as an e-mail attachment.



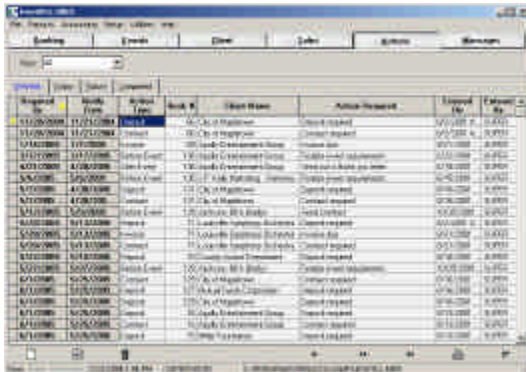
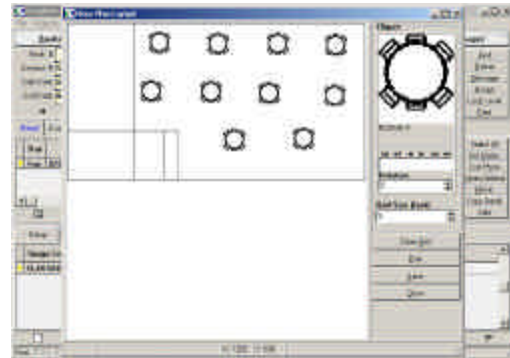


Complete Discounting Flexibility

- Discount by percentage;
- Discount services or fees based on revenue from other services or fees; (e.g. Room rates can be discounted if catering/liquor revenues reach a certain amount);
- Discount by dollar amount.

Floor Plans

Eliminate tedious, hand-drawn pictures with EventPro's Image Tool. Scanned in floor plans can be manipulated in the system to place objects (tables, chairs, podiums, etc.) in the correct configuration for setup personnel. The Image Tool is **INCLUDED** with the basic program and not sold as an "add-on" as it is with many other event packages.



Actions

Actions are reminder messages that can be sent to others and to the originator. Salespeople never have to let a contact date go by again. EventPro also creates actions to remind the user of payment and lease return Due Dates.

Other Features include:

- **Taxes** - User-definable tax field names and percentages;
- **Room Rates** - Complete flexibility for each room/location. Setup individual rates by the hour, day, half day, weekday, evening, customer group or specific days;
- **Security** - Control which modules and screens your users can access as well as view and edit rights;
- **Internal Messaging** - Send messages through email or internally through EventPro. The program will maintain a log of all such communication. Internal alerts are automatically sent to the selected departments or individuals when certain changes are made to the event detail;
- **Resource Inventory** – EventPro will warn you if you have insufficient setup or labor resources. Additionally EventPro will tell you what other events are using those resources;
- **Web Integration** - EPWeb is an add-on module that allows your calendar of events to be displayed on the Internet (Intranet) and accept booking requests.

Contact our sales staff to evaluate EventPro and discover all of its capabilities for yourself...