

Email Invitations: Online RSVP

Boost Attendance. Save Time. Reduce Costs.

It's proven! Using online RSVP forms to capture registrations for events:

- boosts response rates
- eliminates time-consuming data entry
- reduces print and mailing costs
- facilitates capture of data unique to specific events (e.g., meal preferences, parking, hotel, etc).

eLawMarketing Makes Online Registration Easy

Our automated RSVP form creation and event management tools make it easy for event managers to do all of the following *without any technical knowledge required*:

- **Create** online registration databases with multiple data entry types (e.g., text field, text box, radio buttons, and checkboxes) (Figure 1)
- **Create** RSVP forms on-the-fly for insertion into predesigned landing page layouts (Figure 2)
- **Publish** RSVP forms to web as “landing pages” at unique URL’s
- **Link** to published RSVP forms from within email invitations using “Register” buttons and text links
- **Pre-populate** web-based forms with invitee data when form accessed from within email invitation via click on “Register” link – *pre-populated forms boost response rates!*
- **Capture** submitted invitee registration data in online database (Figure 3)
- **Distribute** personalized email confirmations to invitees after submission of registration via online RSVP form
- **Generate** automated email notifications to event managers after each completed registration
- **Export** invitee registration data to Excel (Figure 4)

Schedule a Demo Today

To view a demo of our online RSVP solution, please contact us today at 866.833.6245 or sales@elawmarketing.com.

Online RSVP Made Easy

A screenshot of the 'Database' interface. The main heading is 'Field Functions'. Below it, there's a section 'Add a Field to "Example_Registrations"'. It includes instructions: 'Enter the new field below. If a field type such as picture bonus, you will be prompted for additional information.' There are two options: 'To create databases, click here.' and 'Copy fields from an existing database'. A note says 'Important note! If you enter an actual address field, the name must be "street". Add a note about the form.' Below this, there are input fields for 'Field name (e.g. "Username")', 'Field label (e.g. "First Name")', and 'Field type'. A dropdown menu is open for 'Field type', showing options: Text Field, Text Area, Hidden Name, Radio Buttons, Binary/Checkbox, Image, and File. An 'Add Field' button is at the bottom. At the bottom of the page, there's a table with columns 'Field Name', 'Field Label', and 'Field Type'.

Figure 1: Create registration databases

A screenshot of the 'Forms' interface. The main heading is 'Forms'. Below it, there's a section 'Setup/Update Form'. It includes instructions: 'If you need more than 20 fields, enter the number you need and click "Go".' Below this, there's a section 'Step 1: Select Fields for Form "Example RSVP Form"'. It includes instructions: 'This form will populate the database "Example RSVP Data". Select options and required fields you would like to use here.' Below this, there's a table with columns 'Field', 'Optional', and 'Required'. The table has 6 rows: Field 1: Text Name, Field 2: Last Name, Field 3: Email, Field 4: Phone, Field 5: Title, Field 6: Company. Each row has radio buttons for 'Optional' and 'Required'.

Figure 2: Create RSVP forms on-the-fly and publish as landing pages

A screenshot of the 'Database' interface. The main heading is 'Database'. Below it, there's a section 'Search Results'. It includes instructions: 'Click on a column heading to toggle between an ascending and descending sort order. Use the view columns to view ("v"), edit ("e") or delete ("d") a record.' Below this, there's a table with columns: 'View', 'Check', 'First Name', 'Last Name', 'Email', 'Company', 'Address'. The table has 4 rows: Sally Smith, John Doe, Joshua Frank, and Carol Aaron. Each row has a 'View' checkbox and a 'Check' checkbox.

Figure 3: Capture invitee data in online database

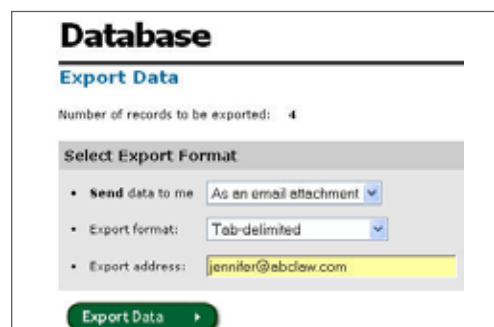
A screenshot of the 'Database' interface. The main heading is 'Database'. Below it, there's a section 'Export Data'. It includes instructions: 'Number of records to be exported: 4'. Below this, there's a section 'Select Export Format'. It includes three options: 'Send data to me' (As an email attachment), 'Export format:' (Tab-delimited), and 'Export address:' (jennifer@abc.com). An 'Export Data' button is at the bottom.

Figure 4: Export registrations to Excel