

Event Management Systems

A Comparison Checklist

Feature/Functionality	Exware Solutions	Vendor 2	Vendor 3
Content Management System			
Create any number of event websites or web pages to promote your events	Yes		
Easily edit all web pages and content	Yes		
Add events to a calendar	Yes		
Multiple Events			
Manage unlimited number of events	Yes		
Use different websites to promote different events	Yes		
Support unlimited administrators	Yes		
Registration Management			
Support registration limits	Yes		
Waitlist management	Yes		
Members-only events / pre-populate forms	Yes		
Multiple event fees for different types of registration	Yes		
Early bird and late fees	Yes		
Group/multiple registrations	Yes		
Multi-track events	Yes		
Online Sales			
Allow for merchandise sales	Yes		
Include unlimited activities (sub-events)	Yes		
Payment Options			
Pay at event	Yes		
Invoice/mail in check	Yes		
Online payment	Yes		
Free Events	Yes		
Payment status handling & tracking	Yes		
Invoice Management			
Edit invoice	Yes		
Add partial payments	Yes		
Email invoices with one-click	Yes		
Registration Forms			
Add custom questions, with various response formats (checkbox, short answer, radio button, etc.)	Yes		

Feature/Functionality	Exware Solutions	Vendor 2	Vendor 3
Sponsor & Volunteer Management			
Banner ads	Yes		
Sponsor logo management	Yes		
Sponsorship packages and benefits	Yes		
Register and track Volunteers	Yes		
Facilities			
Event venue info pages	Yes		
Hotel info pages	Yes		
Facility images & logos	Yes		
Email Notifications & Broadcast			
Automatic confirmations of registration and payment	Yes		
Event reminders	Yes		
Invitations, mailing lists	Yes		
Send emails to subsets of registrants	Yes		
cc Organizer on confirmation emails	Yes		
Upload email lists	Yes		
Reporting			
Registration and Activity reports	Yes		
Financial summaries	Yes		
Custom reports	Yes		
Reports exportable to Excel	Yes		
Audit Trail			
All activity recorded (non-editable)	Yes		
Original invoices & emails archived	Yes		
Pricing Terms			
One time licensing fee / ownership of system	Yes		
Per registrant fee	\$0		
Per event fee	\$0		
Unlimited administrators	Yes		
Customer Support Services			
Training & Documentation	Yes		
24 x 7 Support	Yes		
Hosting & web stats	Yes		
System upgrades	Yes		

Please list any other features/functions that you require:

	Exware Solutions	Vendor 2	Vendor 3

To set-up a demo of the Exware Event Management System,
please call **604-684-9440** or email **info@exware.com**