



## Book on the Fly.

Managing your events is about to get a lot easier.

## The Amerivents Client Portal

We are taking great strides in providing you with the most seamless client experience possible. This spring, we are happy to announce the launch of the Amerivents Client Portal, a mobile version of our site with some enhanced functionality to make the administration of your events even easier.

At any time of day, and from any connected location, you will be able to book events, view invoices, administer your staff favorites, and submit timesheets from your

smartphone. This added layer of convenience will save you time and put our best site functionality in the palm of your hand.

No enrollment is necessary. Simply use your current log-in credentials when you access our site from your smartphone. You will be taken directly to the new Client Portal experience.

Look for our official launch announcement coming soon!

### CLIENT PORTAL FEATURES

#### **Book Events**

- Calendar-based interface makes it easy to create new events and copy previous ones

#### **View Invoices**

- See your list of current and past invoices in one click

#### **Administer Preferred Staff**

- Save a list of your favorite event staff personalities and request them for your new bookings

#### **Submit Timesheets**

- No more waiting – submit at the end of your event

