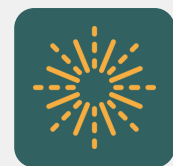


KNOCKOUT YOUR EVENT CHECKIN: END THE NIGHTMARE



End long lines and chaos! Let us show you how to streamline registration for a smooth, stress-free experience.



Presented by Kandice Luisi, Founder
of **Knockout Fundraising**.

+\$4,000,000

Last year, we helped raise
over \$4 million across the US!



**Champion Your
Fundraiser**



KO Key Points



**Choosing
Fundraising Software**



**Collecting Guest
Information**



**Clean Paddle
Assignments**



**Checkout & Item
Distribution**

Choose Your Champion Fundraising Software

Ticket Sales Linked to Auction

Ticket sales store credit card info for quick checkout.

Guests pay for items and donations with a few clicks.

Confirmations and items are received seamlessly.

Tools to Make Guest Data Filing Easy

Not a ticket purchaser? Use other tools in the software to capture CC Info

▶▶ CC Info required to bid on Silent Auction

▶▶ Sell a pre event Raffle Ticket

Build-In Communication

Email Communication should be..

- ✔ Customizable
- ✔ Automated OR Scheduled

Text Communication should be..

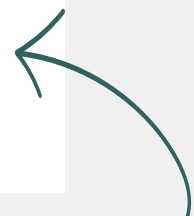
- ✔ Unlimited
- ✔ Customizable
- ✔ Easy to Schedule

(Optional
Sponsor Logo)

1000

First & Last Name

Table # 1



Send them to
the Silent Auction

Assigning Paddles

Preassign Paddles

- You have 80% of guest Information
- Table Assignments- Paddles on Tables
- Accurate Spreadsheet- matches software

PRO

Ready for guests
Guest don't have to carry

CON

Heavy work for ORG during setup
Room for Error (printing)

Assigning Paddles at Door

- Sponsor Heavy Events
- Missing Guest Info
- Multiple Checkin Stations

PRO

Less/NO errors
Less work for ORG during setup

CON

Extra step at checkin
Handwriting vs Printing

TIPS



Paddle MUST have guest name

- Printed
- Sticker
- Handwritten



Build-In Paddle Cost/Logo In Sponsor Package

CheckIN Setup

How many stations do I need?

2 stations for the first **100 guests**

- **1 station** per **100 additional guests**
- **Over 400 guests** add an **extra station**

Should I capture credit card information at the door?

If you have enough stations, capturing CC data at the door saves from missing payments after the event. However, It can slow your line.

- **TIPS**
 - Collect one form of payment per couple.
 - Use pre-event tools to capture credit card info beforehand.

EXTRA

Host a VIP Pre-Event Hour- Breaks up checkin into **two waves**

- Create a higher value ticket to cover cost
- Build into a Sponsor Package the extra costs (bar, event space, etc.)

Let's Set It UP!

CheckOUT Setup

How do I give out the winning items?

Items should be moved to the checkout area (out of guests' reach)

- **Item Runner:** retrieves item
- **Checkout Expert:** collects payment before giving the guest the winning item

EXTRA

Have a **fulfillment sheet** ready for guest to sign that they **received their items**.

Have trip/experience **certificates printed** and ready to give to the guest.

CONTACT US!



Let us Champion your event for you!

Make Your Event a Total **Knockout**



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