



Event Mass Arrivals

Introduction

This routine allows for the automatic arrival of bookings on an event activity removing the need to arrive bookings individually.

The system can be configured where these rules apply:

Event charges can be posted to the members levy account (where permitted):

- The lead participant of each booking needs to have an address code for any participants on the booking to be arrived.
- Fees for all participants that are not paid in advance of the arrival will charged to the lead members levy.
- If the lead participant has a Card allocated which is linked to another customer record via the Co.Code field, the charges are posted to this linked customer.
- If there are no fees due on the booking, it will be arrived as long as the lead participant has an address code.

Setting Up Events for Mass Arrival

Each event activity that is to be enabled for this routine, needs to have the **Mass Arrival** flag on its activity record toggled on which can be found on the Parameters page:

The screenshot shows the 'Parameters' page for the activity code 'SOC_FEE' (Social Event Fee). The page is divided into three main sections: Standard Parameters, Event Parameters, and Interface Parameters. The 'Mass Arrival' toggle under Event Parameters is highlighted with a red box.

Standard Parameters	Event Parameters	Interface Parameters
Template Control: ☒	Setup Time:	Validation Ctrl:
Sub Mgroup:	Breakdown Time:	Security:
Guest Variant:	Event History Time:	Security Valid:
Supplementary Group:	Event Slot Time:	Equip. Type:
Search Group:	Event Group:	Content Act Code:
Duplicate Check:	Sole Occupancy:	Content Attrib:
Time Before History: 23.59	Book All Event:	Product Type:
End Time:	Competition Event:	Product Code:
No Time:	Package Event:	
Identify Usage:	Mass Arrival: ☒	
Charge for No Shows:	Active To Levy:	
Requires Staff: N	Wait List Activity:	
Valid From:	Party Rules:	
Valid To:	Split Availability:	
Age From: 0		
Age To: 0		

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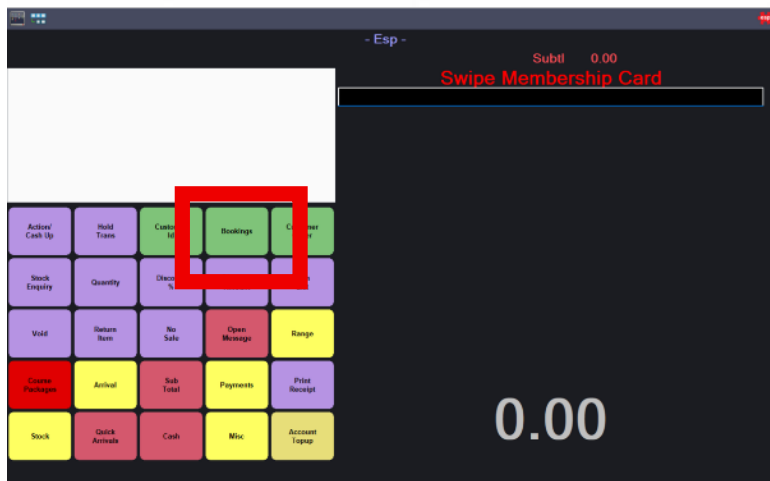


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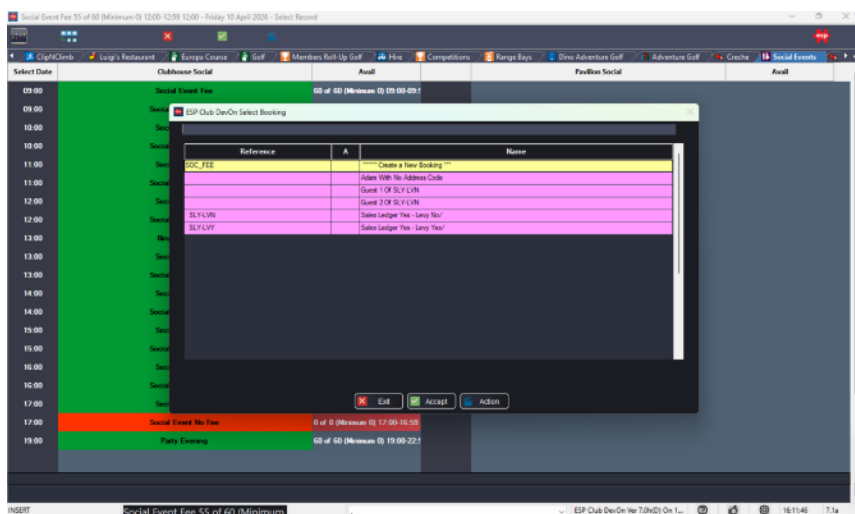
Operation Guide:

The mass arrival of events can only be completed on the day of the event.

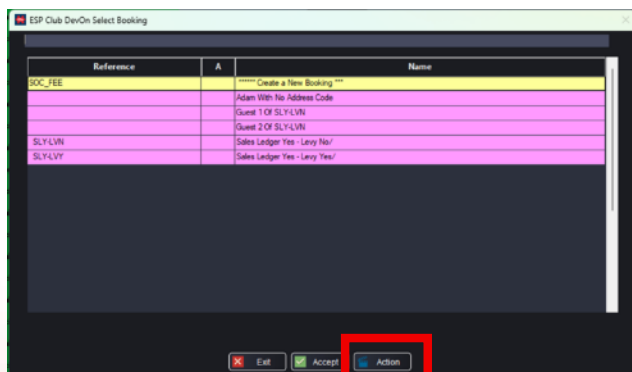
1. From the Retail POS, select **Bookings**:



2. Double click on the event session to view the **Select Booking** screen.



3. Press the **Action** button.



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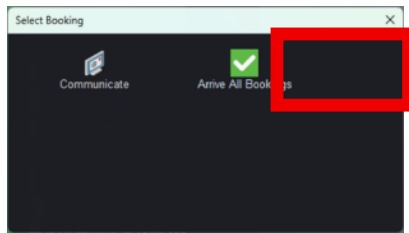
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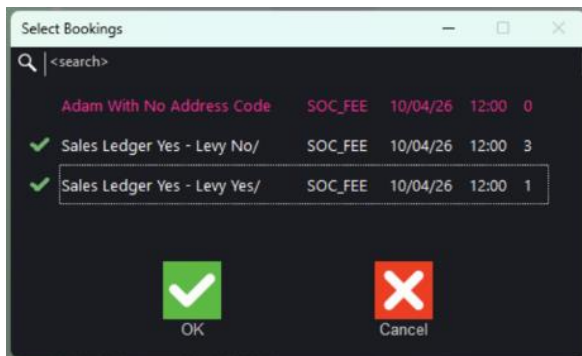
Event Mass Arrivals

4. Press **Arrive All Bookings**.



Note that if you do not see the 'Arrive All Bookings' option and the Communicate function automatically loads then this activity may not be enabled for Mass Arrival. To enable an activity, you should toggle on the 'Mass Arrival' option on the parameter page of the activity record.

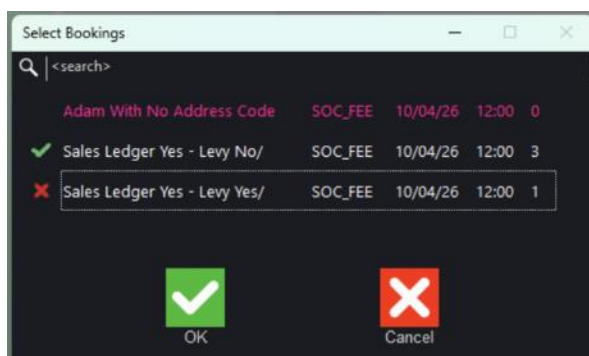
All bookings are now displayed including the lead participant's name, activity, date, time and the number of participants on the booking to arrive:



Bookings whose lead participant does not have an address code will not be able to be arrived and will be displayed in pink.

Those which have an address code will be displayed with a green tick indicating that they will be included in the Mass Arrival.

You may select any booking to toggle it to a red X to exclude it from the routine.



5. Press **OK** to continue.

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Are You Sure You Want To Arrive 2 Bookings

 Yes

 No

Transactions are recorded in the audit in the same way as though they had been arrived individually.

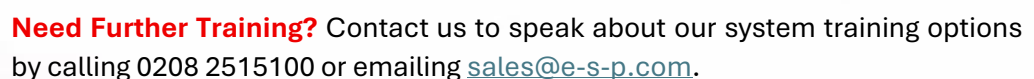
TY	SI	Qty	Date	Time	PLU	Description	Qty	Amount	Retail	Group	StDate	StTime	CostRef	Name
PV	1	50	10/04/20		00001018	SLV-LYCN		20.00					SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	13:29	00001018	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:29	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	13:29	00001018	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:29	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
PV	1	50	10/04/20	13:29	00001018	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:29	SLV-LYCN	Bonnyer
	1	50	10/04/20	13:29	00001018	SLV-LYCN		30.00					SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	13:29	00001018	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:29	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
PV	1	50	10/04/20		00001026	SLV-LYCN		10.00					SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	13:39	00001026	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:39	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	13:39	00001026	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	13:39	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
PV	1	50	10/04/20		00001021	Cash		10.00					SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	16:20	00001021	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	16:20	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	16:20	00001021	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	16:20	SLV-LYCN	Guest 1 CR SLV-LYCN
PV	1	50	10/04/20	16:20	00001022	SLV-LYCN		10.00					SLV-LYCN	Guest 2 CR SLV-LYCN
	1	50	10/04/20	16:20	00001022	Small Bunch Fns	1	10.00	10.00	SLV-LYCN	10/04/20	16:20	SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes
	1	50	10/04/20	16:20	00001023	SLV-LYCN		10.00					SLV-LYCN	Sales Lad/eng - Yes - Lanyr - Yes

ESP Club DevOn Select Booking

Reference	A	Name
DOC_FEE		----- Create a New Booking -----
		Adam With No Address Code
	A	Guest 1 OF SLYLVN
	A	Guest 2 OF SLYLVN
SLYLVN	A	Sales Ledger Yes - Levy No/
SLYLVY	A	Sales Ledger Yes - Levy Yes/

Exit Accept Action

Bookings can also be arrived individually should they need to be paid for by an alternate method.



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