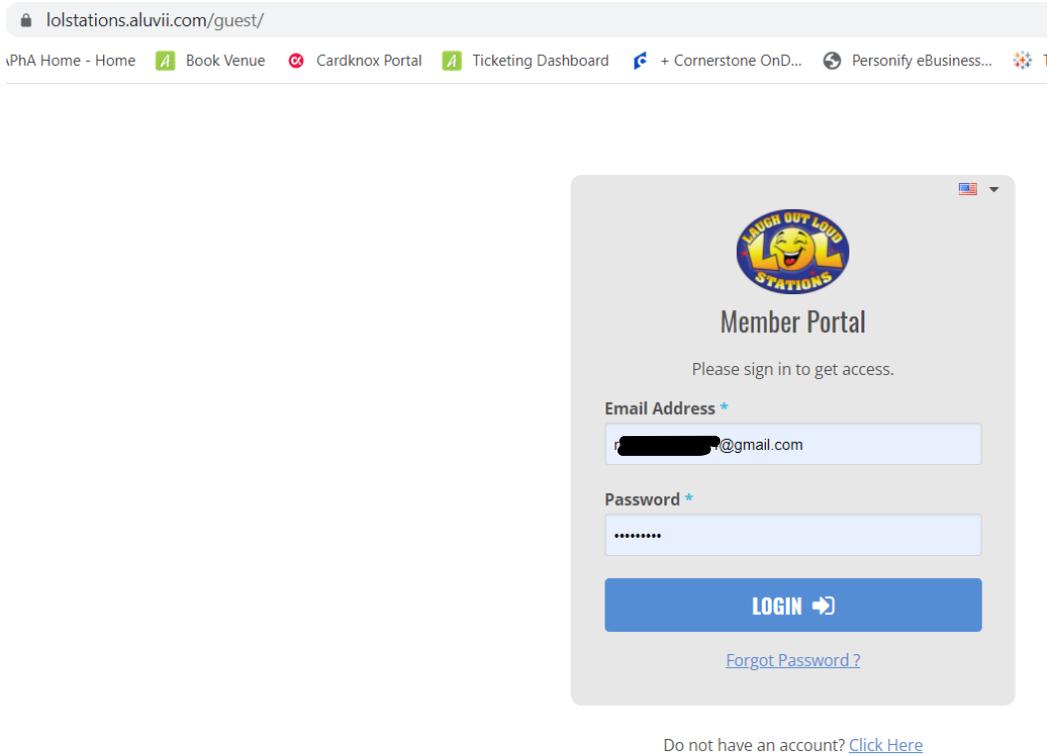


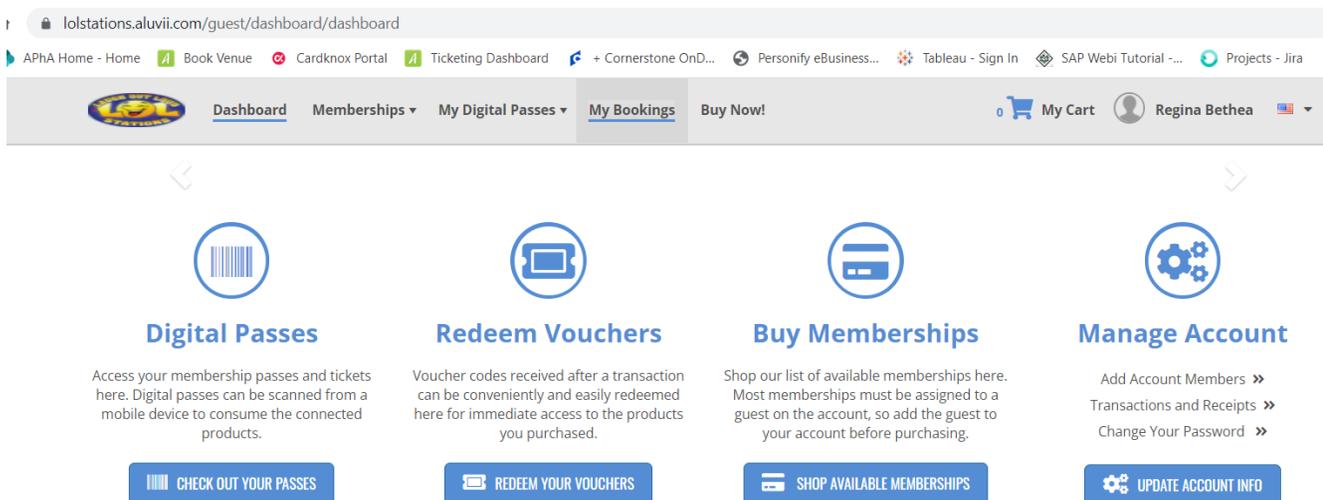
LOL Stations E-VITE Instructions

1. Log in to: <https://lolstations.aluvii.com/guest/> and enter the email and password you created when you reserved your event. Go through the “Forgot Password?” process, if necessary.



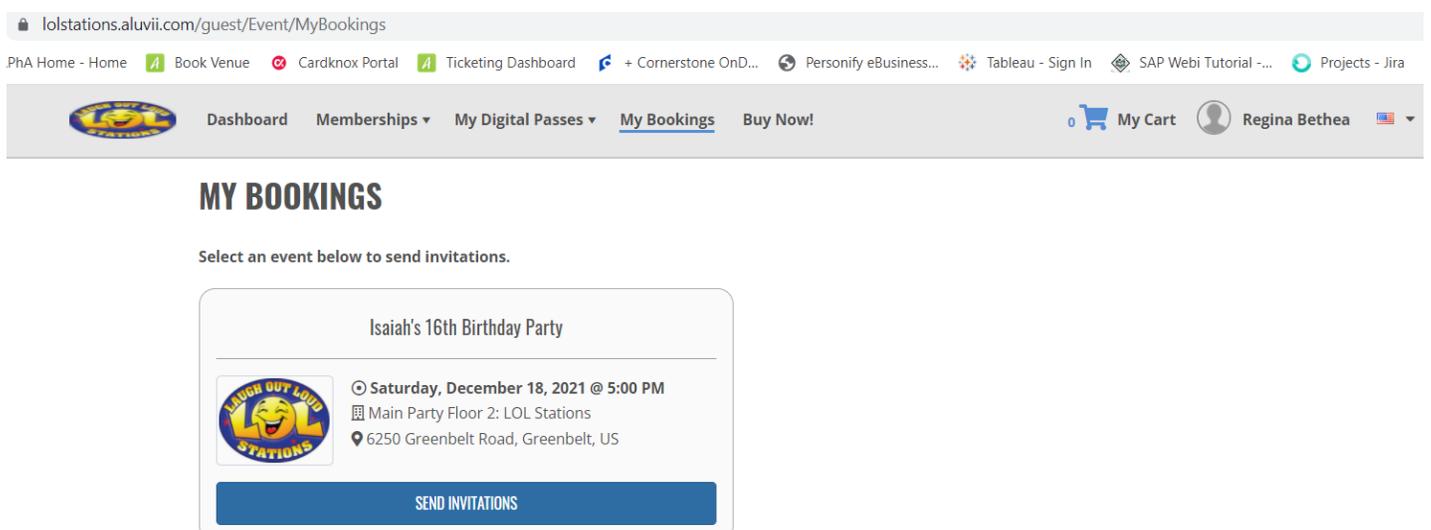
The screenshot shows the login page for the LOL Stations Member Portal. The browser address bar displays lolstations.aluvii.com/guest/. The page features the LOL Stations logo at the top, followed by the text "Member Portal" and "Please sign in to get access." Below this, there are two input fields: "Email Address" with a red asterisk and a blue outline, containing a redacted email address followed by "@gmail.com"; and "Password" with a red asterisk and a blue outline, containing a series of dots. A blue "LOGIN" button with a right-pointing arrow is positioned below the password field. A link for "Forgot Password?" is located below the login button. At the bottom of the page, there is a link that says "Do not have an account? [Click Here](#)".

2. Select “My Bookings”



The screenshot shows the dashboard of the LOL Stations website. The browser address bar displays lolstations.aluvii.com/guest/dashboard/dashboard. The navigation menu includes "Dashboard", "Memberships", "My Digital Passes", "My Bookings" (which is highlighted), and "Buy Now!". The user's name "Regina Bethea" and a shopping cart icon are visible in the top right corner. Below the navigation bar, there are four main sections: "Digital Passes" with a barcode icon and a "CHECK OUT YOUR PASSES" button; "Redeem Vouchers" with a voucher icon and a "REDEEM YOUR VOUCHERS" button; "Buy Memberships" with a membership card icon and a "SHOP AVAILABLE MEMBERSHIPS" button; and "Manage Account" with a gear icon and an "UPDATE ACCOUNT INFO" button. Each section has a brief description of its function.

3. You’ll end up here to begin the setup process. Here, I had already setup the name of my event. You would click “Send Invitations” to get started.

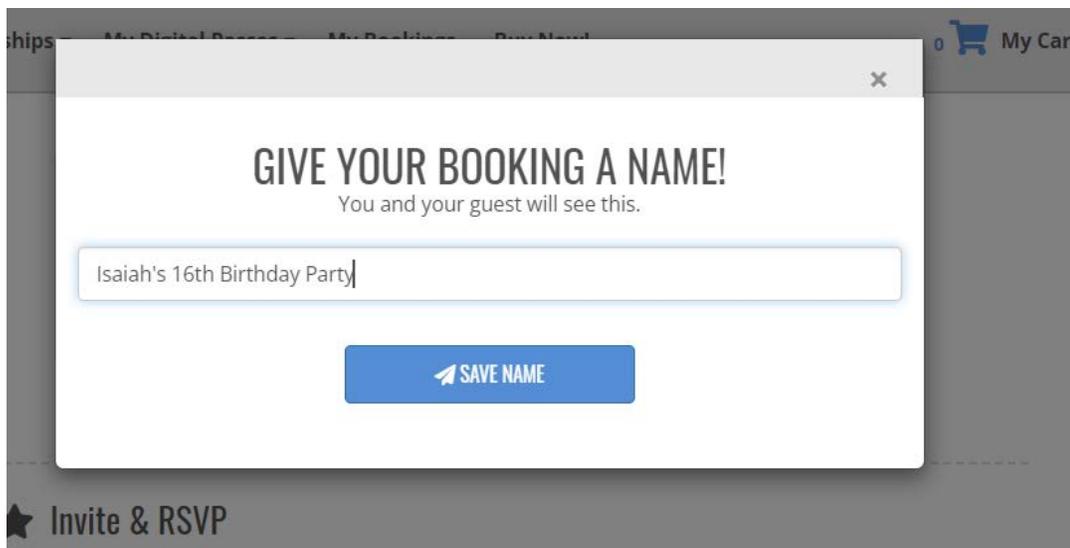


The screenshot shows the "MY BOOKINGS" page on the LOL Stations website. The browser address bar displays lolstations.aluvii.com/guest/Event/MyBookings. The navigation menu is the same as in the previous screenshot. The main heading is "MY BOOKINGS" in large blue letters. Below the heading, there is a sub-heading "Select an event below to send invitations." and a card for an event titled "Isaiah's 16th Birthday Party". The card includes the LOL Stations logo, the event date and time "Saturday, December 18, 2021 @ 5:00 PM", the location "Main Party Floor 2: LOL Stations", and the address "6250 Greenbelt Road, Greenbelt, US". A blue "SEND INVITATIONS" button is located at the bottom of the card.

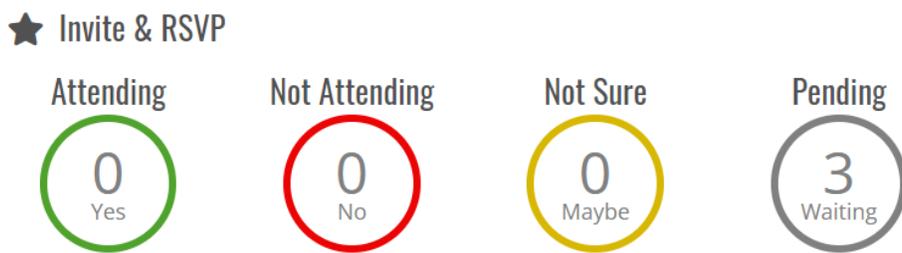
4. Near the title, where you currently see “Isaiah’s 16th Birthday Party”, hit the edit icon highlighted in yellow:



5. Here, you can type in whatever you want your guests to see! A great title!



6. In “Message from Organizer”, enter whatever you would like to say. Next, click the blue box to create New Invitation. Notice, I had already sent 2 invitations.



Message From Organizer

Write the message to your guests included on the invitation

Isaiah is an amazing kid and I want you to come to his party. Please bring a lot of presents too!

Invitations

[+ NEW INVITATION](#)

Sent To: [Edit](#)
na[redacted]@gmail.com

GUESTS	RSVP
Sire [redacted]	PENDING

Sent On: Nov 09, 2021 Viewed On: Nov 09, 2021

Sent To: [Edit](#)
rt[redacted]@gmail.com

GUESTS	RSVP
Deba [redacted]	PENDING

Sent On: Nov 09, 2021 Viewed On: Nov 09, 2021

7. Select Email, then add the email address of your guest. Within the Invite Guests field, add the full name of the guest, and if there are more than one guests within the same family. Example: the Email address could be that of the Guest's Mother and in Invite Guest, add the name of one kid and Add another Guest, if there is another kid in the family. Then hit the blue box to Send Invitation.

The screenshot shows a 'New Invitation' modal window with three numbered steps: 1. Select Sending Method (Email selected), 2. Enter Email Address (reginabethea84@gmail.com), and 3. Invite Guests (Peter Parker). A blue 'SEND INVITATION' button is highlighted with a yellow circle.

GUESTS	RSVP
Sire Mitchell	PENDING
Debbie Bethea	PENDING

8. Invitation Sent!

The screenshot shows the 'New Invitation' modal window with a confirmation dialog box overlaid. The dialog box contains a green checkmark, the text 'Invitation Sent', and 'Invitation successfully sent to reginabethea84@gmail.com'. An 'OK' button is at the bottom of the dialog.

GUESTS	RSVP
Sire Mitchell	PENDING
Debbie Bethea	PENDING

9. Check back and you'll see the invitation sent.

Invitations + NEW INVITATION

Sent To: [redacted]@gmail.com [Edit](#)

GUESTS	RSVP
Sire [redacted]	PENDING

Sent On: Nov 09, 2021 Viewed On: Nov 09, 2021

Sent To: [redacted]@gmail.com [Edit](#)

GUESTS	RSVP
Deb [redacted]	PENDING

Sent On: Nov 09, 2021 Viewed On: Nov 09, 2021

Sent To: [redacted]@gmail.com [Edit](#)

GUESTS	RSVP
Peter Parker	PENDING

Sent On: Nov 08, 2021 Viewed On: Nov 08, 2021

10. Peter Parker's Mom receives this email and click's the link!

You're Invited to LOL Stations!! Inbox x

LOL Stations <emailnotifications@mg.aluvii.com> to me 7:32 PM (1 minute ago)

Dear Peter Parker,

Let's Celebrate! You're invited to an event Isaiah's 16th Birthday Party on Dec 18, 2021 05:00 PM.

Come play with us at LOL Stations. You must arrive 30 minutes before the event start time to check in!

Plan to wear socks and comfortable play clothes and shoes with rubber soles. If you have long hair, please pin or tie it up and do not wear any jewelry that can get tangled in netting.

Be prepared for a quick and touchless temperature check upon entry and a securely fitted face mask must cover both the nose and mouth.

Please visit this URL <https://rsvp.aluvii.com/event-rsvp/lolstations/a6e71a40-ee40-ec11-a978-000d3a9323ff/tbjAYQHvCoVcJldo42Uw%3d%3d> to RSVP.

Thank you!

11. The Guest or Guest's Parents, sees the screen below then, clicks "YES" for example and selects RSVP

You're Invited!

Isaiah's 16Th Birthday Party

Saturday, December 18, 2021 @5:00 PM
Party Slot E: LOL Stations
6250 Greenbelt Road, Greenbelt, US

Message From Organizer

Isaiah is an amazing kid and I want you to come to his party. Please bring a lot of presents too!

Who's Attending?
Tell us who is coming to the event by RSVP'ing below.

Peter Parker YES NO MAYBE

[Save RSVP](#)

You're Invited!

Isaiah's 16Th Birthday Party



Saturday, December 18, 2021 @5:00 PM
Party Slot E: LOL Stations
6250 Greenbelt Road, Greenbelt, US

Message From Organizer

Isalah is an amazing kid and I want you to come to his party. Please bring a lot of presents too!

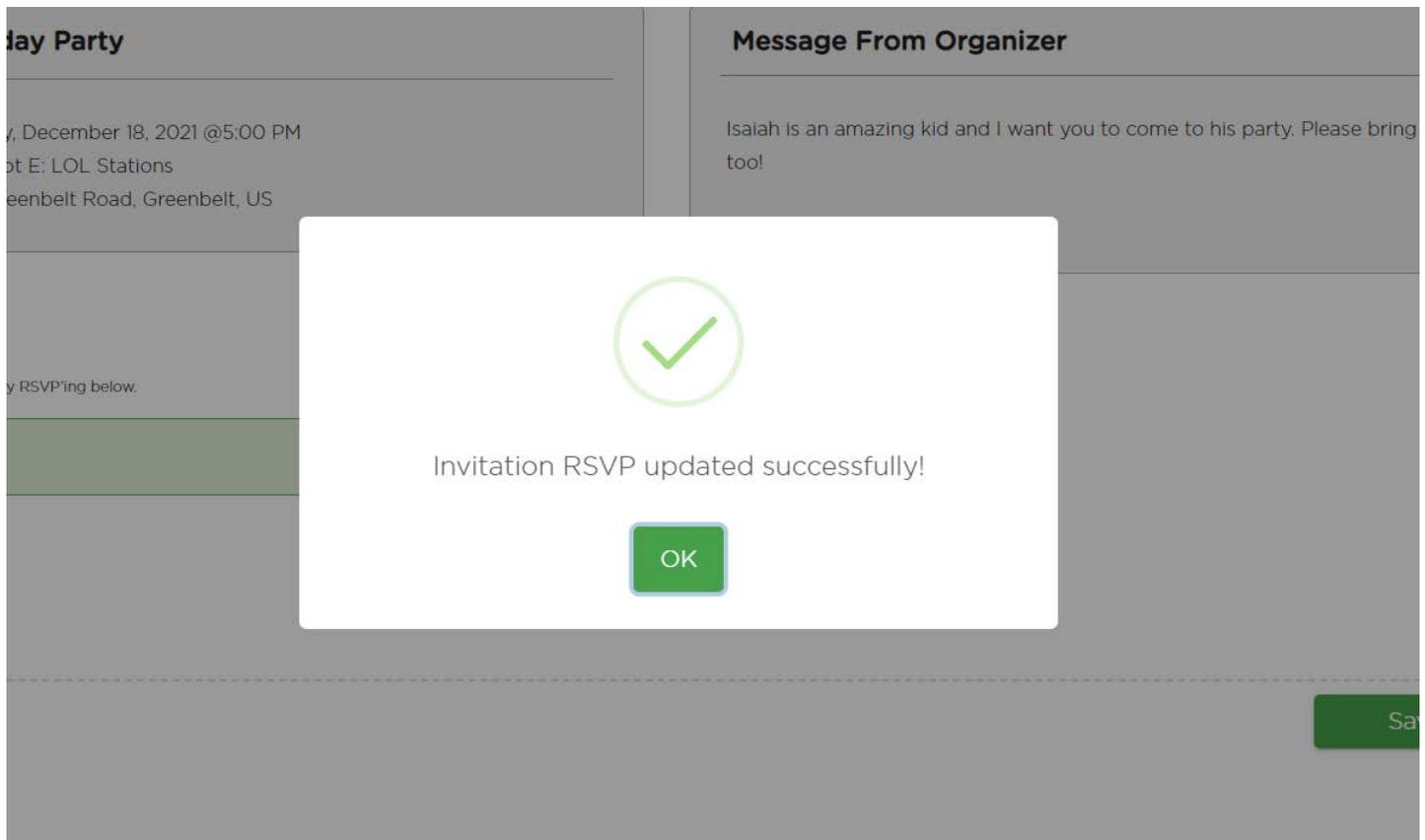
Who's Attending?

Tell us who is coming to the event by RSVP'ing below.

Peter Parker [CHANGE](#)

Save RSVP >

Done!!



Invitation RSVP updated successfully!

OK

12. When you go back to your account, you'll see the RSVP response!

Sent To: [\[redacted\]@gmail.com](#) [Edit](#)

GUESTS	RSVP
Peter Parker	YES

Sent On: Nov 09, 2021 **Viewed On:** Nov 09, 2021

13. Finally, see the RSVP counts updated!

« [My Events](#)



ISAIAH'S 16TH BIRTHDAY PARTY

📅 Saturday, December 18, 2021 @ 5:00 PM

📍 Main Party Floor 2: LOL Stations

📍 6250 Greenbelt Road, Greenbelt, US

★ Invite & RSVP

Attending



Not Attending



Not Sure



Pending



We suggest doing a test run of the email by inviting yourself or a family friend first, then tweaking until you're happy with it.

Please send an email to info@lolstations.com if you're having any issues!