

Smart venue selection and booking coordination

This workflow automatically searches, evaluates, and books suitable venues based on event requirements, streamlining the venue selection process and ensuring optimal matches for events.

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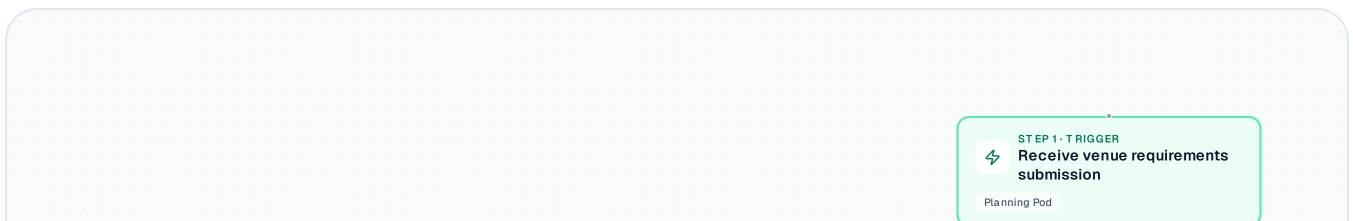


WORKFLOW TRIGGER

Event organizer submits venue requirements form with event details, capacity, location, and budget

Visual Flow

Each node represents an automated step. Connections show how data and decisions move through the workflow.





Step-by-Step Breakdown

Detailed explanation of each automated stage in the workflow.

1

⚡ TRIGGER

Receive venue requirements submission

Event organizer fills out detailed venue requirements form including event type, date, capacity, location preferences, and budget constraints. The form

submission triggers the automated venue search workflow.

AI Business OS

Planning Pod

2

 ACTION

Search available venues automatically

System queries multiple venue databases and availability calendars to identify potential venues matching the specified criteria. Results are compiled with venue details, pricing, and availability status.

Cvent

Social Tables

3

 ACTION

Score venues using AI

AI algorithm evaluates each venue against event requirements, considering factors like location accessibility, amenities, capacity fit, and historical performance data. Venues receive compatibility scores and rankings.

Social Tables

Planning Pod

4

 DECISION

Check if venues meet criteria

System determines if any venues scored above the minimum threshold and fit within budget parameters. If no suitable venues found, workflow branches to expand search criteria or suggest alternatives.

Planning Pod

5

 ACTION

Generate venue proposals automatically

System creates detailed venue comparison reports with top 3-5 recommendations, including floor plans, pricing breakdowns, and booking terms. Proposals are formatted for client review.

Social Tables

Cvent

6

 ACTION

Send booking requests simultaneously

Upon client approval, system automatically sends hold requests or booking inquiries to selected venues with event details and preferred terms. Tracks response status from each venue.

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7

 OUTPUT

Deliver confirmed venue booking

Final venue selection is confirmed and booking contracts are processed. Event organizer receives confirmation details, venue contact information, and next steps for event planning.

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Outputs

- Venue booking confirmation with contract details

- Venue comparison report with rejected alternatives

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Automated calendar entry with venue details and contacts



Key Metrics

- Venue search-to-booking conversion rate
- Average time from requirement submission to booking confirmation
- Client satisfaction score with venue matches



Tools & Integrations

- Planning Pod
- Cvent
- Social Tables

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