

Administrator Dashboard

Hello, Matthew

EVENT-ROADSTER EST. 2023

Select a system administration task from the links below to get started!

You're an administrator! You can Manage Events, Users, Sales, or Get Reports from the Admin Quick Links on the left, or use the Global settings below to control system wide data.

Manage Festivals & Events

Global Settings

Admins can also manage their own vehicle profiles and apply for events!

Manage Own Vehicle Profiles

EVENT-ROADSTER V3.2

Version 3.0 – Major release: Trailer Management, email to all, hierarchical presentation

Version 3.1 – Major release: Volunteer/Teams, Impersonation

Version 3.2 – Major release: User System Addition

Contents

- Global Data 3 – 6
- User Management 7 – 12
- Car Show 13 – 26
- Trailer 27 - 28
- Event/One Lap Tickets & Participants 29 -31
- Store 32 – 35
- Tickets 36 – 37
- Report 38
- Patron 39 -40

Administrator Dashboard

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Manage Festivals & Events

Global Settings

Vehicle Makes

Awards

Groups

Parking

Venues

Catalog Collections

Contacts

System Emails

Site Settings

Admins can also manage their own vehicle profiles and apply for events!

Manage Own Vehicle Profiles

Matthew Eberz
Superadmin User

Repository for GLOBAL data, which can be used from year to year, event to event. Access by Admin. Site Settings only access by Super Admin.

Global Data

The screenshot shows a software interface for managing awards. On the left, a sidebar lists various sections: Dashboard, Users, Festivals & Events, Store Admin, Reports, Store, VIP Store Access!, My Cart, and My Order History. The main area displays a table of awards with columns for Award Name and Award Description. Each row includes an 'Edit' button. A modal window titled 'Update Award' is open, showing fields for Name (set to 'Award of Distinction') and Description (set to '3rd Place'). The modal also features 'Delete', 'Cancel', and 'Save changes' buttons. At the bottom, a navigation bar shows page 1 of 28 entries.

Award Name	Award Description
American Performance Award	<button>Edit</button>
Hickory Ridge Wealth	<button>Edit</button>
Chief Judge Award	<button>Edit</button>
Grand Marshal	<button>Edit</button>
Award of Distinction	3rd Place
Prescott Award	Sponsor's award
Bill Warner	
Innovation	
Visit Highlands Chamber of Commerce	
Berkshire Hathaway	

Showing 1 to 10 of 28 entries

10 ▾ 1 2 3 >

Global Events: awards available for any festival any event. Notice there is no Delete function.

Administrator Dashboard
Hello, Matthew

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Manage Festivals & Events

Global Settings

Manage Events

Groups

Events

Venues

Catalog Collections

Comments

System Errors

Site Settings

Admins can also manage their own vehicle profiles and apply for events!

Manage Own Vehicle Profile

Store Admin

Reports

Store

VIP Store Access!

My Cart

My Order History

Ferrari 1970-91 Ferraris constructed post 1969 **Edit**

Ferrari 1948-69 Ferraris constructed from 1948-1969 **Edit**

Japanese Japanese production cars **Edit**

European Sampler Euro cars that do not fit in other groups **Edit**

Custom Custom built, customized, restomods, etc **Edit**

Competition Original competition cars **Edit**

Pre-War American Pre-War American cars **Edit**

Pre-War European Pre-War European cars **Edit**

Autobahn Legends BMW and Mercedes **Edit**

American Muscle American Muscle Cars **Edit**

Showing 1 to 10 of 37 entries

Global Data

New Group

Global Vehicles: Vehicle type available for any festival any event. Notice there is no Delete function.

Update Award

⚠ Note that Vehicle Makes should never be repurposed (changed to something else) in this system. A vehicle make can be created, but it is a system constant and should only be edited to fix a typo or naming discrepancy. Any user vehicle (and consequently their registrations/placards) is tied to the make, so to change it to something else would mean changing all of those records. To repurpose it as something else would damage internal reporting integrity. Editing a Vehicle Make should only be done with extreme caution.

Name:

Check to Approve this User Submitted Vehicle Make

Delete **Cancel** **Save changes**

Global Data

Global Parking: Information is editable, cannot be deleted

User Data

[Manage User Tags](#)
[New System User](#)
[New External Contact](#)

Search:

Person Type:

Identity Role:

User Tag:

Status:

[Filter](#) [Clear](#)

Name	Email	Type	Identity Role	User Tags	Status	Actions
Eric Penkert	eric.penkert@gmail.com	System User	basic	-	Active	Edit System User Reset Password Manage User Tags Email User Impersonate Delete User
B M	Benmhunters2@gmail.com	System User	basic	-	Active	
Beau Bianci	beaubianci.1@gmail.com	External Contact	-	Volunteer	-	
Rusty Folk	rhfolk@gmail.com	System User	basic	-	Active	
Morgan Arnold	avm0404@hotmail.com	System User	basic	-	Active	
Donnie Gould	dgould@hagerty.com	System User	basic	-	Active	
Alexander Alvarez	alex@aalvarezlawfirm.com	System User	basic	-	Active	
Jacob Weisman	jweisman@wellhousecompany.com	System User	basic	-	Active	
David Scott	jdaidfl@gmail.com	System User	basic	-	Active	
Philippe Bouvier	Philippebou@icloud.com	System User	basic	-	Active	

Showing 1 to 10 of 779 users

10 [1](#) 2 3 4 5 ... 78 >

Server-side pagination with sorting & filtering. ?? System User = Has login account | ?? External Contact = Domain-only person

User screen is the “One Window” for managing users & contacts. Search by any name, tag, role, status, manage tags and create new contact and users from here. Home for all System Users and External Contacts (Cannot log onto the system). Notice the “Actions” button that enables editing the user, resetting their password, managing Tags, email, and enable Admin to impersonate the user for sales or editing.

Dashboard > Users

User Management

Manage all system users and external contacts. Use the Person Type filter to view specific user types. System Users have login accounts while External Contacts do not have login accounts but can be used for teams, reports, and collaboration. The Identity Role filter allows for search login accounts by their role permission. User Tags filter lets you filter both System Users and External Contacts by assigned tags. The Status filter is applicable only to System Users to filter by their status.

[Manage User Tags](#) [New System User](#) [New External Contact](#)

Name	Email	Type	Identity Role	User Tags	Status
Eric Penkert	eric.penkert@gmail.com	System User	Basic		Active
B M	Benmhunter2@gmail.com	System User	Basic		Active
Beau Bianci	beaubianci1@gmail.com	External Contact		Volunteer	Active
Rusty Folk	rfolk@gmail.com	System User	Basic		Active
Morgan Arnold	avm404@hotmail.com	System User	Basic		Unconfirmed
Donnie Gould	dgould@hagerty.com	System User	Basic		Active
Alexander Alvarez	alex@alvarezlawfirm.com	System User	Basic		Active

Create a new System User here, edit the user by clicking “New System User” button

[Manage User Tags](#) [New System User](#) [New External Contact](#)

Notice the User Types: **Super Admin** (Limited to ER Developers) and provides System Access. **Admin** (has access to all areas except System Access). **Evaluator** (There are subsections, such as Judging, that requires “admin-type” privileges such as editing and data entry. Their “admin-type” privileges are restricted to their work section). **Reviewer** (Can log onto the system and “see” everything, can print reports, but cannot edit or add data). **Basic** (Is a patron who can log onto the system and purchase and/or make an application.)

User Data

Dashboard > Users

Register New System User

System User: Creates a user account with login credentials and a linked Person record.

First Name: **Last Name:** **Email:**

Primary Phone Number: **Secondary Phone Number:**

Password: **Confirm Password:** Show/Hide Password

Street Address 1: **Street Address 2:**

City: **State:** **Postal Code:**

Is Active Bypass Email Confirmation

Identity Role Assignment

Super Admin Admin
 Evaluator Reviewer
 Basic

Cancel [Register System User](#)

Philippe Bouvier Philippebou@icloud.com [System User](#) basic

Dashboard > Users

Matthew Eberz
Supervisor User

User Management

Manage all system users and external contacts. Use the Person Type filter to view specific user types. System Users have login accounts while External Contacts do not have login accounts but can be used for teams, reports, and collaboration. The Identity Role filter allows for search login accounts by their role permissions. The User Tags filter lets you filter both System Users and External Contacts by assigned tags. The Status filter is applicable only to System Users to filter by their account status.

Manage User Tags New System User New External Contact

Search: Person Type: Identity Role: User Tag: Status:

Name Email Type Identity Role User Tags Status

Eric Penkert	eric.penkert@gmail.com	System User	basic	-	Active
B M	Benmhunter2@gmail.com	System User	basic	-	Active
Beau Bianci	beaubianci1@gmail.com	External Contact	-	Volunteer	-
Rusty Folk	rfolk@gmail.com	System User	basic	-	Active
Morgan Arnold	avm0404@hotmail.com	System User	basic	-	Uncertain
Donnie Gould	dgould@hagerty.com	System User	basic	-	Active
Alexander Alvarez	alex@alvarezlawfirm.com	System User	basic	-	Active

Filter Clear

Create a new External Contact here, edit the user by clicking “New External Contact” button

Manage User Tags New System User New External Contact

This is a simple data entry screen at add a contact. Contacts are not system users and are part of the system for reference purposes, making teams, and listing vendors and other support organizations. (Version 3.X will add a phone number to the record.)

User Data

Manage all system users and external contacts. Use the Person Type filter to view specific user types. System accounts while External Contacts do not have login accounts but can be used for teams, reports, and collaboration. The Identity Role filter allows for search login accounts by their role permissions. The User Tags filter lets you filter both System Users and External Contacts by assigned tags. The Status filter is applicable only to System Users to filter by their account status.

Add New External Contact

External Contact: Creates a Person record without a login account. Use this for team members, emergency contacts, or other contacts who don't need system access.

First Name: * Last Name: * Middle Initial:

First Name Last Name M

Email Address: email@example.com (Optional)

Email is optional for external contacts. You can add full contact details (phone, address) after creation via "Manage Contact Info".

What happens next?

- A Person record will be created in the system
- No user account will be created (cannot log in)
- You can add full contact details via "Manage Contact Info" button
- You can assign User Tags via "Manage User Tags" button
- This person will appear in the unified user list with the "External Contact" badge

Cancel Create External Contact

Alexander Alvarez	alex@alvarezlawfirm.com	System User	basic
Jacob Weisman	jweisman@wellhousecompany.com	System User	basic
David Scott	jdavidfl@gmail.com	System User	basic

Dashboard > Users

User Management

Manage all system users and external contacts. Use the Person Type filter to view specific user types. System Users have login accounts while External Contacts do not have login accounts but can be used for teams, reports, and collaboration.

The Identity Role filter allows for search login accounts by their role permissions. The User Tags filter lets you filter both System Users and External Contacts by assigned tags.

The Status filter is applicable only to System Users.

account status.

Manage User Tags New System User New External Contact

Search: Person Type: Identity Role: User Tag: Status:

Name Email Type Identity Role User Tags Status

Eric Penkert	eric.penkert@gmail.com	System User	basic	-	<input checked="" type="checkbox"/> Active
B M	Benmhunter2@gmail.com	System User	basic	-	<input checked="" type="checkbox"/> Active
Beau Bianci	beaubianci1@gmail.com	External Contact	-	Volunteer	-
Rusty Folk	rhfolk@gmail.com	System User	basic	-	<input checked="" type="checkbox"/> Active
Morgan Arnold	avm0404@hotmail.com	System User	basic	-	<input type="checkbox"/> Unknown
Donnie Gould	dgould@hagerty.com	System User	basic	-	<input checked="" type="checkbox"/> Active
Alexander Alvarez	alex@alvarezlawfirm.com	System User	basic	-	<input checked="" type="checkbox"/> Active

Filter Clear

Manage Tags by clicking the “Manage User Tags” button

Manage User Tags New System User New External Contact

This is a simple data entry screen at add a Tag. Tags are used to limit access of System Users to specific work areas. They are also used to enable External Contacts access to specific areas such as VIP sales. Tags enable sorting user lists by work functions, e.g. Volunteers.

User Data. - Teams

Search: Search user tags Filter

Name	Description	Type
Judge	An event judge	System
Judge Coordinator	An event judge coordinator	System
Lead Judge	An event judge lead	System
Staff	Event staff member	System
Vendor	Event vendor	System
VIP	VIP guest	System
Volunteer	An event volunteer	System

Showing 1 to 7 of 10

Update User Tag

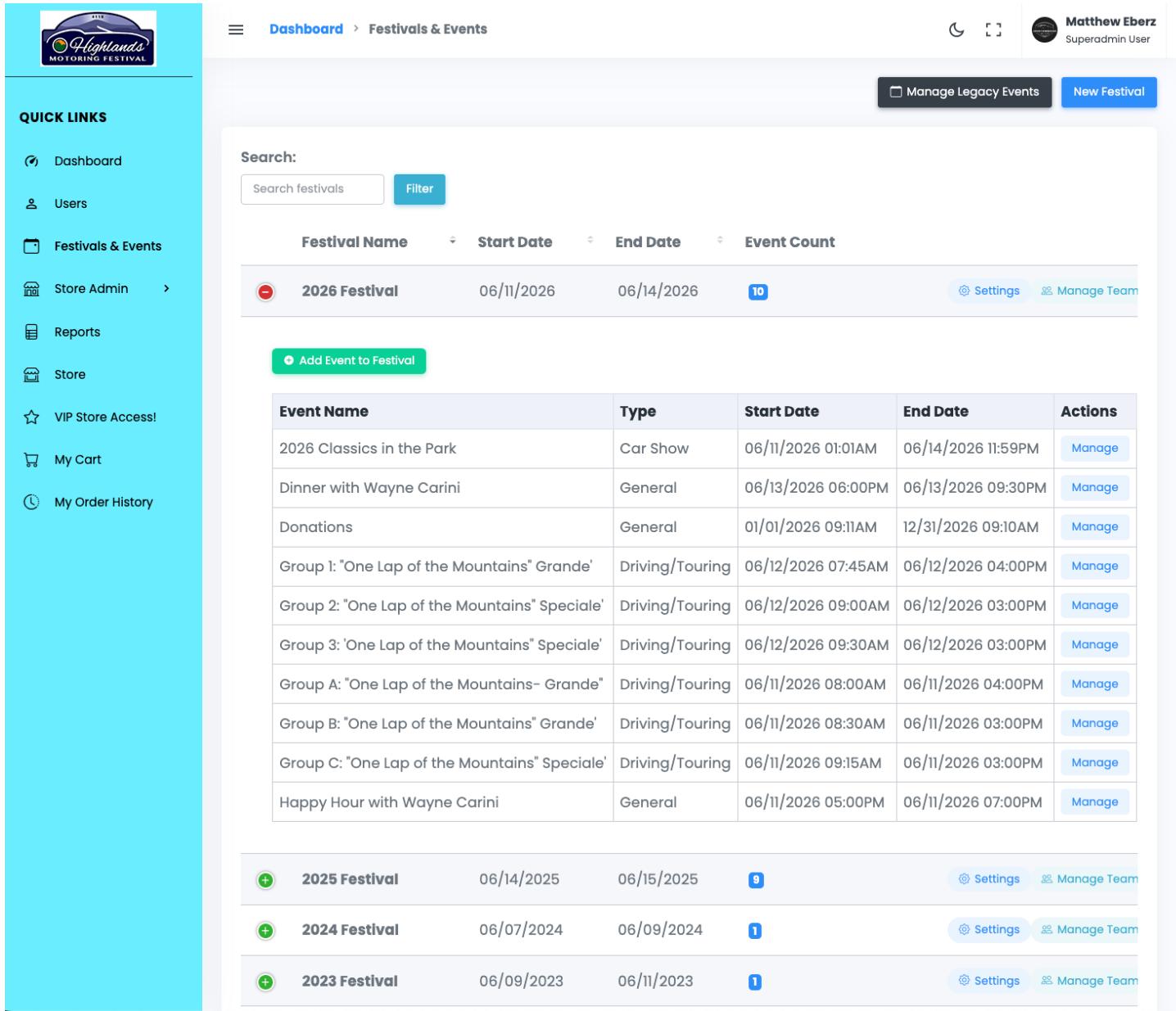
Name: *
Judge

Description:
An event judge

System Role - Cannot be edited or deleted

Cancel

Festival

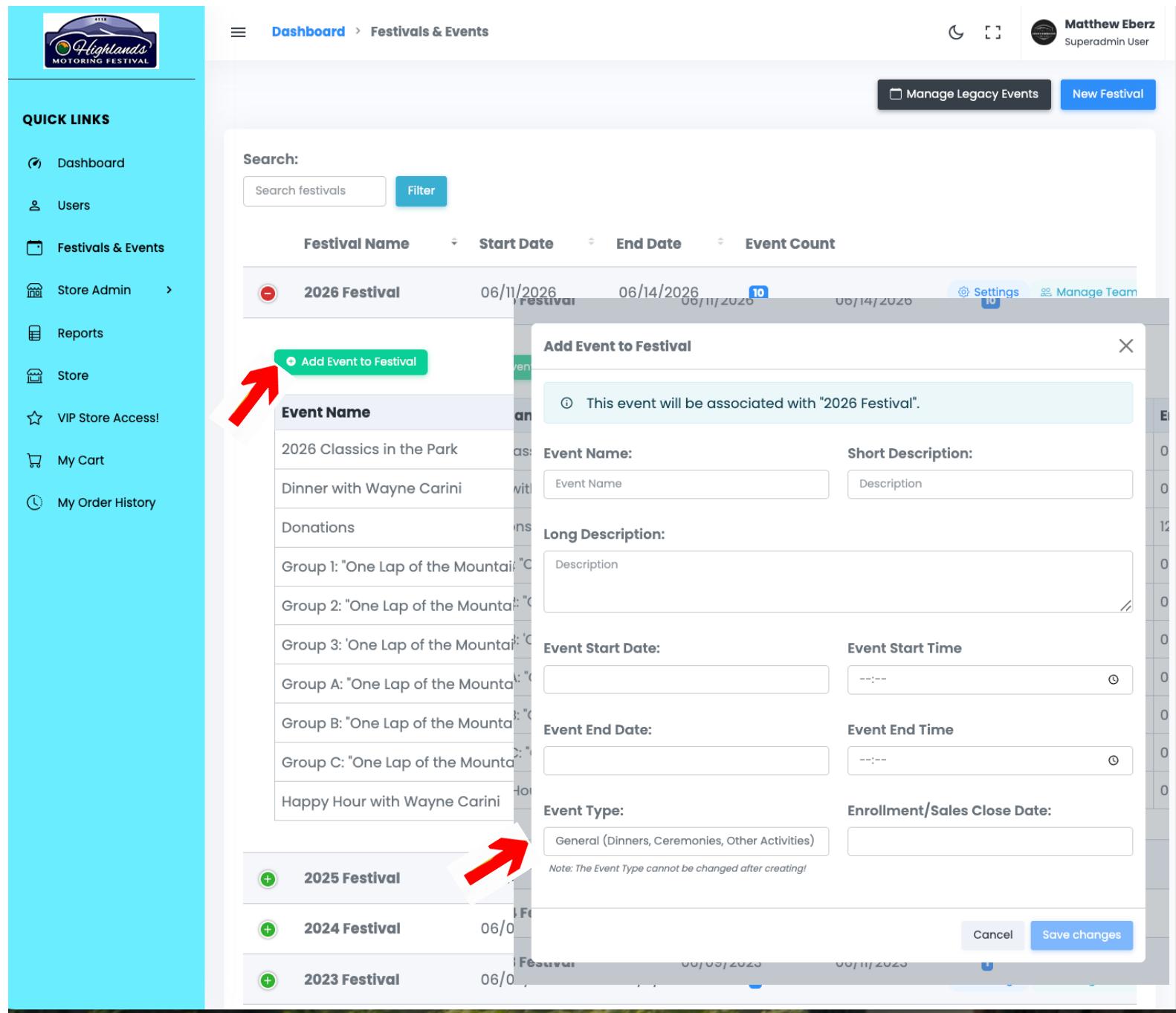


The screenshot shows the Highlands Motoring Festival's dashboard. The left sidebar, titled 'QUICK LINKS', includes links for Dashboard, Users, Festivals & Events (selected), Store Admin, Reports, Store, VIP Store Access!, My Cart, and My Order History. The main content area is titled 'Festivals & Events' and shows a table of events under the '2026 Festival'. The table has columns for Event Name, Type, Start Date, End Date, and Actions. It lists events like '2026 Classics in the Park' (Car Show), 'Dinner with Wayne Carini' (General), and various driving/touring groups. Below this, there are sections for '2025 Festival', '2024 Festival', and '2023 Festival', each with their own event lists. A 'Manage Legacy Events' button and a 'New Festival' button are at the top right.

Event Name	Type	Start Date	End Date	Actions
2026 Classics in the Park	Car Show	06/11/2026 01:01AM	06/14/2026 11:59PM	Manage
Dinner with Wayne Carini	General	06/13/2026 06:00PM	06/13/2026 09:30PM	Manage
Donations	General	01/01/2026 09:11AM	12/31/2026 09:10AM	Manage
Group 1: "One Lap of the Mountains" Grande'	Driving/Touring	06/12/2026 07:45AM	06/12/2026 04:00PM	Manage
Group 2: "One Lap of the Mountains" Speciale'	Driving/Touring	06/12/2026 09:00AM	06/12/2026 03:00PM	Manage
Group 3: 'One Lap of the Mountains" Speciale'	Driving/Touring	06/12/2026 09:30AM	06/12/2026 03:00PM	Manage
Group A: "One Lap of the Mountains- Grande"	Driving/Touring	06/11/2026 08:00AM	06/11/2026 04:00PM	Manage
Group B: "One Lap of the Mountains" Grande'	Driving/Touring	06/11/2026 08:30AM	06/11/2026 03:00PM	Manage
Group C: "One Lap of the Mountains" Speciale'	Driving/Touring	06/11/2026 09:15AM	06/11/2026 03:00PM	Manage
Happy Hour with Wayne Carini	General	06/11/2026 05:00PM	06/11/2026 07:00PM	Manage

Hierarchical listing of the Festivals and Event. Version 3.0 changed the organization structure to having a “Festival” with associated events. This enables presenting all the data in “One Window.”

The Event – The Type

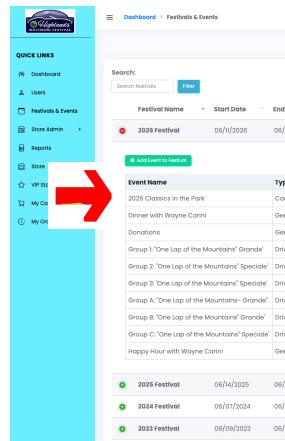


The screenshot shows the Highlands Motoring Festival dashboard with the 'Festivals & Events' section selected. The '2026 Festival' is currently active. A modal window titled 'Add Event to Festival' is open, prompting the user to associate the event with the 2026 festival. The 'Event Name' dropdown is populated with various event names. The 'Event Type' dropdown is set to 'General (Dinners, Ceremonies, Other Activities)'. A note at the bottom of the modal states: 'Note: The Event Type cannot be changed after creating!'. The top right of the screen shows the user 'Matthew Eberz' with the title 'Superadmin User'.

When creating an event the entry is "Event Type:"

This cannot be changed after the event is saved.

The Event Type chosen dictates the following data entry screens which are different for the type of events.



Car Show

MANAGING EVENT: 2026 CLASSICS IN THE PARK

Basic Settings **Parking** **Groups** **Judges & Teams** **Awards** **Applications** **Placards**

Event Basic Settings

Name: 2026 Classics in the Park **Short Description:** 2026 Classics in the Park

Detailed Description:

Come discover the beauty and artistry of exquisite machines in the setting of the western NC mountains in the resort village of Highlands NC. The festival includes the car show, gala and motoring excursion events.

Event Start Date: 2026-06-11 **Event Start Time:** 01:01

Event End Date: 2026-06-14 **Event End Time:** 23:59

Enrollment/Sales Close Date: 2026-06-14 **Maximum Number of Participants:** 89

Associate with Festival: 2026 Festival (06/11/2026 – 06/14/2026)

Optional: Associate this event with a festival

Associate with Venue: -- Select Venues --

Optional: Select one or more venues for this event

Associate with Catalog Collections: -- Select Collections --

Optional: Associate this event with one or more catalog collections

Is Event Active? (Toggle to allow/disallow applications)

Exit **Delete** **Save changes**

Basic Settings for a Car Show Event. The key areas are as follows:

Enrollment/Sales Close Date – Must be on or before the Event End Date.

Maximum Number of Participants: This number can be edited anytime during the event. The maximum allowed figures in Sales Admin will auto adjust.

Associate with Festival: Enables the conduct of multiple festivals at the same time.

Associate with Catalog Collections: Enables groups events within a festival into a group, e.g. All One-Lap events into a “One-Lap” group for sales and reporting.

MANAGING EVENT: 2026 CLASSICS IN THE PARK

[Basic Settings](#) [Parking](#) [Groups](#) [Judges & Teams](#) [Awards](#) [Applications](#) [Placards](#)

Event Basic Settings

Name: 2026 Classics in the Park Short Description: 2026 Classics in the Park

Detailed Description:
Parade: B I V S F E T S E
Core: Classics, Hot Rods and Station Wagon. Categories: Motorcycles in the setting of the setting NC. Host: Organizers in the event of Highlands NC. The festival includes the car show, gala and motorcycling excursion events.

Event Start Date: 2026-09-18 Event Start Time: 00:00
Event End Date: 2026-09-18 Event End Time: 22:00
Enrollment/Sales Close Date: 2026-09-14 Maximum Number Participants: 69

Associate with Festival: 2026 Festival (09/17/2026 - 09/18/2026)
Optional: Associate this event with a festival

Associate with Venue: [Select Venues](#)
Optional: Select one or more venues for this event

Associate with Catalog Collections: [Select Collections](#)
Optional: Associate this event with one or more catalog collections

Is Event Active? (Toggle to active/disallow applications)
[Edit](#) [Delete](#) [Show changes](#)

QUICK LINKS

- [Dashboard](#)
- [Users](#)
- [Festivals & Events](#)
- [Store Admin](#) >
- [Reports](#)
- [Store](#)
- [VIP Store Access!](#)
- [My Cart](#)
- [My Order History](#)



Car Show

Dashboard > Festivals & Events > Manage Car Show Event

Matthew Eberz
Superadmin User

MANAGING EVENT: 2026 CLASSICS IN THE PARK

[Basic Settings](#) [Parking](#) [Groups](#) [Judges & Teams](#) [Awards](#) [Applications](#) [Placards](#)

Event Trailer Parking

Parking Options Currently Selected for this Event

- Highlands School**
Highlands School
Total Spaces: 20
- Wilson Lot Parking**
Hickory Street
Total Spaces: 20

Parking Options Not Currently Selected for this Event

No Report
Not filled out yet
Total Spaces: 0

This is a Drag and Drop process, drag an available parking place from “Parking Options Not Currently Selected” and drop it into “Parking Options Currently Selected” You can add more parking option by adding them into the Global Parking tab.

MANAGING EVENT: 2026 CLASSICS IN THE PARK

Basic Settings Parking Groups Judges & Teams Awards Applications Placards

Event Basic Settings

Name: 2026 Classics in the Park Short Description: 2026 Classics in the Park

Detailed Description:
Highlands Motoring Festival
Come discover the beauty and history of classic motoring in the setting of the stunning NC mountains in the resort village of Highlands NC. The festival features the car show, gala and motorcycling excursion events.

Event Start Date: 2026-09-18 Event Start Time: 00:00

Event End Date: 2026-09-19 Event End Time: 23:00

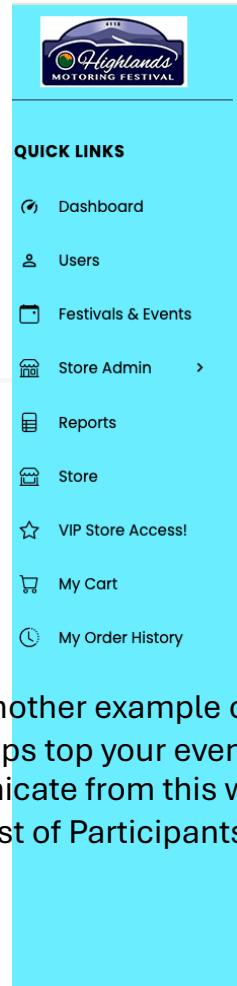
Enrollment/Sales Close Date: 2026-09-14 Maximum Number of Participants: 50

Associate with Festival: 2026 Festival (09/18/2026 - 09/19/2026)
Optional: Associate this event with a festival

Associate with Venue:
-- Select Venues --
Optional: Select one or more venues for this event

Associate with Catalog Collections:
-- Select Collections --
Optional: Associate this event with one or more catalog collections

Is Event Active? (Toggle to active/disallow applications)



Car Show

Dashboard > Festivals & Events > Manage Car Show Event

Matthew Ebe Superadmin Use

MANAGING EVENT: 2026 CLASSICS IN THE PARK

Basic Settings Parking Groups Judges & Teams Awards Applications Placards

Event Groups

Groups Currently Selected for this Event

- American Production
- Postwar American Production

Groups Not Currently Selected for this Event

- American Golden Age
- 1930-1942 American
- American Muscle
- American Muscle Cars
- American Performance
- Muscle, Pony, +2 seating
- American Sport Muscle
- Former Muscle
- American Sports
- American Sports Cars
- American Touring
- American Touring
- Post War Touring
- Autobahn Legends
- BMW and Mercedes
- BMW Genesis
- BMW
- BMW Post 1961

This is another example of the “One Window” concept. You can add groups top your event and you can control, and communicate from this window. You have Awards, Judges, Email, List of Participants and Printing the Judges Packet.

This is a Drag and Drop process, drag an available groups from “Groups Not Currently Selected” and drop it into “Groups Currently Selected” You can add more Group by adding them into the Global Groups tab.

MANAGING EVENT: 2028 CLASSICS IN THE PARK

[Basic Settings](#) [Parking](#) [Groups](#) [Judges & Tacons](#) [Awards](#) [Applications](#) [Placards](#)

Event Basic Settings

Name: Short Description:

Detailed Description:

Paragraph

Come discover the beauty and artistry of exquisite machines in the setting of the western NC mountains in the resort village of Highlands NC. The festival includes the car show, gala and motorizing excursion events.

Event Start Date: Event Start Time:

Event End Date: Event End Time:

Enrollment/Sales Close Date: Maximum Number of Participants:

Associate with Festival:

2028 Festival (On) [2028 - 06/14/2028] Opt-in: Associate this event with a festival

Associate with Venue:

-- Select Venue -- Opt-in: Select one or more venues for this event

Associate with Catalog Collections:

-- Select Collections -- Opt-in: Associate this event with one or more catalog collections

Is Event Active? Toggle to allow/disallow application

[Edit](#) [Delete](#) [Save Changes](#)

Groups Currently Selected for this Event

American Golden Age
1930-1942 American

American Muscle
American Muscle Cars

American Production
Postwar American Production

American Sports
American Sports Cars

Autobahn Legends
BMW and Mercedes

BMW Post 1961
BMWs produced after 1961

Britain's Finest
Postwar Cars produced in Great Britain

Competition
Original competition cars

Custom
Custom built, customized, restomods, etc

European Sampler
Euro cars that do not fit in other groups

Ferrari 1948-69
Ferraris constructed from 1948-1969

Ferrari 1970-91
Ferraris constructed post 1969

Car Show

Groups Currently Selected for this Event

The screenshot shows a mobile application interface for managing car groups and awards. At the top, a header reads "Groups Currently Selected for this Event". Below it, a list of groups is shown: "American Production", "Postwar", "American", and "Production". To the right of this list are five small icons: a trophy (highlighted with a red arrow), a car, an envelope, a person, and a document. A modal window titled "Add Awards to Group" is open, listing various awards with checkboxes: "Group Winner", "Essence of Highlands", "Award of Distinction", "Berkshire Hathaway", "Best of Show", "Spirit of Highlands", "Farrari of Atlanta", "Hickory Ridge Wealth", "Porsche of Asheville", "Bob Ingram", "American Performance Award", "Chairman's", "Grand Marshal", "Chief Judge Award", and "Foreign Cars of Charlotte". At the bottom of this modal are "Cancel" and "Save" buttons. In the background, a list of car models is visible, including "BMW Genesis", "BMW", "Britain's Finest", and "European Golden Age". A second modal window titled "Members in Group" is also open, showing a table of members and their vehicles: Michael Roth (1973 Dodge Challenger), Michael & Maryanne Gill (1970 Oldsmobile 442), and Jan & Gus Lard (1966 Shelby GT 350). An "Ok" button is at the bottom right of this modal. The overall interface is clean and modern, using a light gray background and a color-coded scheme for groups and awards.

This a list of members, it comes from the "Manage Placard" in the individual

Add Awards to the group. This is a list from which the Judges can choose the award. The list is provided for the Group by creating the list in the Event Awards tab.

This a list of members, it comes from the "Manage Placard" in the individual participant's records

EVENTS

Event Basic Settings

Name: 2028 Classics in the Park Short Description: 2028 Classics in the Park

Detailed Description:

Parade, B, U, F, P, S, T, E, C, ...

Come discover the beauty and artistry of exquisite machines in the setting of the western NC mountains in the resort village of Highlands NC. The festival includes the car show, gala and motorizing exhibition events.

Event Start Date: 2028-06-18 Event Start Time: 00:00

Event End Date: 2028-06-19 Event End Time: 23:59

Enrollment/Entries Close Date: 2028-06-14 Maximum Number of Participants: 89

Associate with Festival: 2028 Festival (ON) (2028 - ON) (2028)
Optional: Associate this event with a festival

Associate with Venue: Optional: Select one or more venues for this event

Associate with Catalog Collections: Optional: Associate this event with one or more catalog collections

Is Event Active? (Toggle to allow/disallow applications)

Events

Recipient

Group: America

john hogheads
Brady Como (b...)
Frank Amatea

Email Edit

Car Show

Events > Edit Event > Email Group

Email a Group of Users

Recipients

Group: American Production: User Emails

john hogshead (john.hogshead@perkinswill.com)
Brady Como (blcomo@outlook.com)
Frank Amatea (amateafrank@gmail.com)

Select All Group Members as Recipients

Template

Optionally select a term

American Production
Postwar American Production

Generic Communication 1

Load Selected Template



Email Editor

Subject

Update

Email Template Editor

Create your email content:

The Judging start at noon

By clicking the email icon, you will be sent to the email system. Notice that the Recipients are already in the list. You can select one, many or all to send the email.

Actions

Build with 

MANAGING EVENT: 2026 CLASSICS IN THE PARK

Basic Settings Parking Groups Judges & Teams Awards Applications Placards

Event Basic Settings

Name: 2026 Classics in the Park Short Description: 2026 Classics in the Park

Detailed Description:
Cars, trucks, and other vehicles will be on display. The event will be held on the grounds of the historic NC State Fairgrounds in the heart of the Research Triangle Park. The festival features the car show, gala, and motorcycling exhibition events.

Event Start Date: 2026-09-11 Event Start Time: 00:00

Event End Date: 2026-09-14 Event End Time: 23:00

Enrollment/Sales Close Date: 2026-09-14 Maximum Number of Participants: 50

Associate with Festival: 2026 Festival (09/11/2026 - 09/14/2026)

Associate with Venue:

Associate with Catalog Collections:

Is Event Active? (Toggle to active/disallow applications)

Car Show

Add Judges to Group

Select	Judge Name	Lead
<input type="checkbox"/>	Farrall, John	<input type="radio"/>
<input type="checkbox"/>	Ahlgrim, Steve	<input type="radio"/>
<input type="checkbox"/>	Harms, Barry	<input type="radio"/>
<input type="checkbox"/>	Hughes, Scott	<input type="radio"/>
<input checked="" type="checkbox"/>	Kershaw, Knox	<input checked="" type="radio"/>
<input type="checkbox"/>	Lee, Sharon	<input type="radio"/>
<input type="checkbox"/>	Lee, Leonard	<input type="radio"/>
<input type="checkbox"/>	Lester, Amy	<input type="radio"/>
<input type="checkbox"/>	Lovello, Mark	<input type="radio"/>
<input type="checkbox"/>	Marvin, Guy	<input type="radio"/>
<input type="checkbox"/>	Noznesky, David	<input type="radio"/>
<input type="checkbox"/>	Shapiro, Ira	<input type="radio"/>
<input checked="" type="checkbox"/>	Smith, Erich	<input type="radio"/>
<input type="checkbox"/>	Trigaux, Gregory	<input type="radio"/>
<input type="checkbox"/>	Warner, Bill	<input type="radio"/>
<input type="checkbox"/>	Ahlgrim, Alex	<input type="radio"/>
<input type="checkbox"/>	Bean, Brad	<input type="radio"/>
<input type="checkbox"/>	Boegner, Karl	<input type="radio"/>
<input type="checkbox"/>	Howard, Johnny	<input type="radio"/>
<input type="checkbox"/>	Ossorio, Al	<input type="radio"/>

Groups Currently Selected for this Event

American Production



Postwar

American

Production

By clicking the black icon, you will be presented with a list of available judges. If there is a person missing from the list, you can enter one by selecting the individual in the User Window and giving them the "Judge" tag. REMEMBER, if the judge needs to enter information into the system, then they need to have the Identity Role of "Evaluator". If the Judge does not need to enter data the Identity Role of "Reviewer" is sufficient.

MANAGING EVENT: 2026 CLASSICS IN THE PARK

Basic Settings **Parking** **Groups** **Judges & Teams** **Awards** **Applications**

Event Basic Settings

Name: 2026 Classics in the Park Short Description: 2026 Classics in the Park

Detailed Description:

Paraphy: 

Discover the beauty and artistry of exquisite music in the setting of the western NC mountains in the heart of the village of Highlands NC. The festival includes the star show, gas and roasting entertainment.

Basic info: # of Participants: 1

Event Start Date: Event Start Time: 

Event End Date: Event End Time: 

Enrollment/Roles Close Date: Maximum Number of Participants:

Associate with Festival:
2026 Festival (40120000 - 947429200)
Optional: Associate this event with a festival.

Associate with Venue:
-- Select venue -- 
Optional: Select one or more venues for this event.

Associate with Catalog Collections:
-- Select Collections -- 
Optional: Associate this event with one or more catalog collections.

Event Active: (Toggle to allow/disallow applications)

Car Show

This is a list of the award that may be selected for the entire event. The Groups Event Tab will be presented this list and select the possible awards for the group.

Awards can be added to the “Award Not Currently Select” list in the Global section.

MANAGING EVENT: 2025 CLASSICS IN THE PARK						
Basic Settings	Parking	Groups	Judges & Teams	Awards	Applications	Placards
<h2>Event Awards</h2>						
<h3>Awards Currently Selected for this Event</h3>				<h3>Awards Not Currently Selected for this Event</h3>		
<p>American Performance Award</p>				<p>Bill Warner Bill's Choice 2024</p>		
<p>Award of Distinction 3rd Place</p>				<p>BMW of Asheville Selected by BMW Asheville</p>		
<p>Berkshire Hataway Award by sponsor</p>				<p>Brian Redman Named in honor of Brian Redman</p>		
<p>Best of Show Best of Show - 1st Place</p>				<p>Foreign Cars of Charlotte Italian car award by Sponsors</p>		
<p>Bob Ingram Awarded in the name of Ingram</p>				<p>Hagerty Insurance Issued by Sponsor</p>		
<p>Chairman's The Chairman's Selection</p>				<p>Innovation Coolest car</p>		
<p>Chief Judge Award</p>				<p>Laurel Magazine Selected by the Sponsor Laurel Magazine</p>		
<p>Essence of Highlands 2nd Place award</p>				<p>Prescott Award Sponsor's award</p>		
<p>Farrari of Atlanta Award from Sponsor</p>				<p>President's Selected by HMF President</p>		
<p>Grand Marshal</p>				<p>Road and Race Select by Road Race Magazine</p>		
				<p>Silverton Awarded by sponsor</p>		
				<p>Spirit of Highlands Runner-Up Award for any Group/Class</p>		

Car Show

MANAGING EVENT: 2025 CLASSICS IN THE PARK

Basic Settings

Parking

Groups

Judges & Teams

Awards

Applications

Placards

Event Applications

Applicants:

Search application

Status:

Any

Filter

Clear

Submitted On	Vehicle Owner Name	Year	Make	Model	Review Date	Review Status	Actions
--------------	--------------------	------	------	-------	-------------	---------------	---------

06/08/2025

Pryse, Sharon

1977

Porsche

911 targa

06/09/2025

Declined

Manage Application

06/04/2025

Hoopaugh, Larry

1933

Lincoln

KA Victoria 516

06/04/2025

Approved

Manage Placard

MANAGING PLACARD

Placard Info

Trailer Info

Images

Awards

Placard Settings

For the Placard Name, provide the Owner's name as you want it to appear on the printed placard. For example: John Smith, John & Mary Smith, Smith Collection, etc.

Placard Name:

Larry & Melinda Hoopaugh

Event Class:

Pre-War American

Description:

by Murray
Cost new \$3200, equivalent to over \$80,000 today
V12 engine, 382ci, 125hp
One of 109 produced in 1933, of which only 5 are known to remain.
CCCA Senior Division First Place, as well as many other awards.

At the heart of this classic automobile is a robust V12 engine paired with a manual transmission, offering a driving experience that harks back to a golden era of motoring.

This 1933 Lincoln V12 516 Coupe boasts a selection of features that enhance its vintage charm and performance. The vehicle proudly sits on bias ply tires, which are mounted on classic wide white walls that provide

Character count: 856

Placard Locked from User Editing

Exit

Save changes

Cancel and Archive

Application Information

Owner: Hoopaugh, Larry

Vehicle: 1933 Lincoln KA Victoria 516

Non-Original Components: Travel trunk.

Internal Notes:

Notes to User:

Approved Patrons have a "Manage Placard" option. This window include all previous car information plus an entry area for the Placard Name and to select the Group Class

10 1 2 3 4 5 ... 17 >

The Event – One Lap

MANAGING EVENT: GROUP 1: "ONE LAP OF THE MOUNTAINS" GRANDE'

Basic Settings **Tickets** **Teams** **Participants**

Driving Event Basic Settings

Name: Group 1: "One Lap of the Mountains" Grc **Short Description:** Long Route Driving Tour and Lunch **Estimated Driving Distance:** 150+ miles

Detailed Description:

This is a private run group with invitational registration. The festival's most popular event is on Friday, June 12, 2026, with the "One Lap of the Mountains- Grande" driving tours. These exhilarating driving adventures are technical rallies as opposed to timed rallies, designed to give driver and navigator a chance to enjoy the scenery while staying together as a group. Event organizers annually plan different courses for each day on roads chosen to provide the ultimate mountain driving experience with mountain views, waterfalls, and wonderfully paved and banked roads. This route has been curated and test-driven by our local enthusiasts who know the less traveled back roads. This longer route will cover 150+ miles of the mountainous backroads with a hot lunch buffet served at an upscale venue. The package includes breakfast sandwiches and coffee before departure, a prepaid hot lunch buffet for two people, the 2026 turn-by-turn Route Guidebook, two HMF hats, a 2026 HMF p Build with [tinyMCE](#)

Event Start Date: 2026-06-12 **Event Start Time:** 07:45 **Event End Date:** 2026-06-12 **Event End Time:** 16:00 **Enrollment/Sales Close Date:** 2026-06-11 **Maximum Number of Participants:** 22

Associate with Festival: 2026 Festival (06/11/2026 – 06/14/2026) Optional: Associate this event with a festival

Associate with Venue: Optional: Select one or more venues for this event

Associate with Catalog Collections: Optional: Associate this event with one or more catalog collections

Allow New Participants (Active Event)

Exit **Delete** **Save changes**

Basic Settings for an Event. The key areas are as follows:

Enrollment/Sales Close Date – Must be on or before the Event End Date.

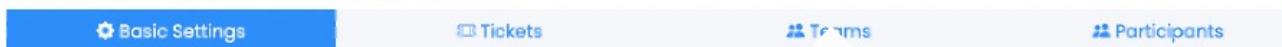
Maximum Number of Participants: This number can be edited anytime during the event. The maximum allowed figures in Sales Admin will auto adjust.

Associate with Festival: Enables the conduct of multiple festivals at the same time.

Associate with Catalog Collections: Enables groups events within a festival into a group, e.g. All One-Lap events into a "One-Lap" group for sales and reporting.

The Event – Teams

MANAGING EVENT: GROUP 1: "ONE LAP OF THE MOUNTAINS" GRANDE



Driving Event Basic Settings

Event Teams					
Team Name	Description	Members	Schedules	Created On	Actions
parking	No description	1 member	No schedules	11/20/2025	

Once a team is created you can fill the team from the Tagged list of volunteers. The list of volunteers is first made at the Festival Level and include all those tagged as volunteers.

Of note is anyone in the system can be tagged as a volunteer including an Admin. You can create a team at the Event level by clicking the “Copy From Festival” which will fill the entire team, from there you can remove those not required.

The Event – Participants

MANAGING EVENT: GROUP 1: "ONE LAP OF THE MOUNTAINS" GRANDE'

[Basic Settings](#) [Tickets](#) [Teams](#) [Participants](#)

General Event Participants

The following users have purchased tickets to this event:

Name	Email	Actions
john sipay	jsipay@gmail.com	
Mitch Weinberg	mw993@aol.com	
Jeff Kunz	kunz3132@gmail.com	
Alan Casselman	alancasselman@gmail.com	
Thomas Sutterfield	Tomsutterfield58@gmail.com	
kevin buckley	kevin@southerncenters.com	

Note: The “Actions” column has not yet been defined

Sales - Admin

recycle.

Legend:

Participant Tickets:

- Pending:** User submitted an application
- Accepted:** Application was accepted
- Positioned:** Placard was assigned to a group/class

Trailer Tickets:

- Accepted without Trailer Data:** Applications accepted but missing trailer details
- Accepted with Trailer Data:** Applications accepted with complete trailer information
- Placed:** Trailer was assigned parking

2026 Classics in the Park

Participant Tickets

Event Max: 89

Ticket Name:	Pending:	Accepted:	Positioned:	Total:
2026 Classics in the Park Participant Ticket	20	24	0	24

Available: 65

Trailer Tickets

Trailer Max: 40

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Placed:	Total:
2026 Classics in the Park Trailer Ticket	8	2	0	10

[View Parking Statistics](#)

Available: 30

One window to have visibility over the entire Car Show inventory.

NOTE: Ability for Admin to enter a trailer for a person not in the car show will be delivered in version 3.X

Sales Admin – Car Show

Legend:

- Participant Tickets:
 - Pending: User submitted an application
 - Accepted: Application was accepted
 - Positioned: Placard was assigned to a group/class
- Trailer Tickets:
 - Accepted without Trailer Data: Applications accepted but missing trailer details
 - Accepted with Trailer Data: Applications accepted with complete trailer information
 - Placed: Trailer was assigned parking

2026 Classics in the Park

Participant Tickets Event Max: 89

Ticket Name:	Pending:	Accepted:	Positioned:	Total:
2026 Classics in the Park Participant Ticket	20	24	0	24

Available: 65

Trailer Tickets Trailer Max: 40

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Placed:	Total:
2026 Classics in the Park Trailer Ticket	8	2	0	10

Available: 30

• **Placed:** Trailer was assigned parking

Accepted into Show

Date Submitted	Name	Email	Vehicle Year	Vehicle Make	Vehicle Model	Group
1/28/2026	Bill St John	bill@sjaonline.com	1976	FIAT	131 Abarth Rally Stradale	
1/26/2026	Alan Taylor	homebeforedark@comcast.net	1967	Jaguar	3.8S	
1/23/2026	Ed Lewis	EDLEWIS423@GMAIL.COM	1960	Jaguar	Mark IX	
1/23/2026	Leo Suggs	leohsuggs@gmail.com	1963	Chevrolet	Corvette	
1/23/2026	jeff hardin	rhardin2715@att.net	1950	Buick	special	
1/21/2026	Carlos	carlos@blakeland.us	1973	Porsche	914	

Total: 24

Email User

Email Multiple

Exit

Accepted into the car show

NOTE: Option to be added on the right panel, “Images” will open a window with the car images Version 3.X

Accepted into the car show

NOTE: “Group” to be removed in Version 3.X

Application Pending Review

Date Submitted	Name	Email	Vehicle Year	Vehicle Make	Vehicle Model	Group
2/2/2026	Ivan Ruiz	ivan@thecarnut.com	1961	Maserati	3500 GT	
1/27/2026	George and Sue Whiteley	classicimages@bellsouth.net	1994	BMW	850CSi	
1/27/2026	Frank Rizzo	aringtco@aol.com	1972	Alfa Romeo	Gt Junior	
1/28/2026	Ken borgerding	Kenborgerding@bellsouth.net	1961	Volvo	PV 544	
1/22/2026	Gary Dodson	68jaguar@charter.net	1968	Jaguar	E Type	

Email User

Email Multiple

Exit

Added to Car Show Group

Date Submitted	Name	Email	Vehicle Year	Vehicle Make	Vehicle Model	Group
1/6/2026	Matthew2026 Eberz	mreberz2014+2026@gmail.com	2000	Chevy	sedan	Classics

Email One

Email Multiple

Exit

Vehicles placed into Groups via “Manage Placard” tab of Manage Event

Sales Admin – Trailer

Legend:

- Participant Tickets:**
 - Pending: User submitted on application
 - Accepted: Application was accepted
 - Positioned: Placard was assigned to a group/class
- Trailer Tickets:**
 - Accepted without Trailer Data: Applications accepted but missing trailer details
 - Accepted with Trailer Data: Applications accepted with complete trailer information
 - Placed: Trailer was assigned parking

2026 Classics in the Park

Participant Tickets Event Max: 89

Ticket Name:	Pending:	Accepted:	Positioned:	Total:
2026 Classics in the Park Participant Ticket	20	24	0	24

Available: 65

Trailer Tickets Trailer Max: 40

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Placed:	Total:
2026 Classics in the Park Trailer Ticket	8	2	0	10

Available: 30

[View Parking Statistics](#)

Legend:

Participant Tickets: **Trailer Tickets:**

Participant Tickets

Accepted with Trailer Data

Name	Email	Arrival	Departure	Length	Phone	Parking
jeff hardin	rhardin2715@att.net			28ft		
Ronnie Edge	ronnie.edge@att.net			22		

[Email User](#)

[Email Multiple](#)

[Edit Trailer Data](#)

[Exit](#)

Trailer Ticket

Trailer Tickets

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Placed:	Total:
2026 Classics in the Park Trailer Ticket	8	2	0	10

[View Parking Statistics](#)

Trailer data is provided by the patron in the application Trailer Request.
Admin may enter the data manually

Accepted without Trailer Data

Name	Email	Arrival	Departure	Length	Phone	Parking
Ed Lewis	EDLEWIS4231@GMAILCOM					
Leo Suggs	Leohsuggs@gmail.com					
Brady Como	blcomo@outlook.com					
Russell Hughes	rhughes35@aol.com					
Henry Wilkinson	hbwilkinson@gmail.com					
Kenneth Breedlove	breedlovek66@gmail.com					
Scott Bluestein	scott1@boatinlaw.us					

[Email User](#)

[Email Multiple](#)

[Edit Trailer Data](#)

[Exit](#)

Trailer Parking Statistics

Parking Area	Total Spaces	Spaces Taken	Spaces Remaining	Utilization %
Wilson Lot Parking	20	0	20	0%
Highlands School	20	0	20	0%

[Accepted without](#) [Accepted with trailer](#) [Exit](#)

Provides data on parking space utilization

Sales Admin – Trailer

Legend:

- Participant Tickets:
 - Pending: User submitted on application
 - Accepted: Application was accepted
 - Positioned: Placard was assigned to a group/class
- Trailer Tickets:
 - Accepted without Trailer Data: Applications accepted but missing trailer details
 - Accepted with Trailer Data: Applications accepted with complete trailer information
 - Placed: Trailer was assigned parking

2026 Classics in the Park

Participant Tickets Event Max: 89

Ticket Name:	Pending:	Accepted:	Positioned:	Total:
2026 Classics in the Park Participant Ticket	20	24	0	24

Available: 65

Trailer Tickets Trailer Max: 40

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Total:
2026 Classics in the Park Trailer Ticket	8	2	10

Available: 30

[View Pending Requests](#)

Event Placards

Search: Filter [Email All Participants](#) [Email Trailer Transported](#)

Approved On	Vehicle Owner Name	Year	Make	Model	Actions
01/06/2026	Eberz, Matthew2026	2000	Chevy	sedan	Manage Placard

Showing 1 to 1 of 1 entries

When Admin wishes to place a trailer in the Manage Car Show Event window, select the record/vehicle you wish to place, click "Manage Placard" then "Trailer Info," go to "Placards" in the.

Note "Designated Parking Place Area" If no parking options there, go to Global Settings parking. Global Parking allows to add the number of spaces to parking options. These are needed to accurately parking available/consumed counts.

MANAGING PLACARD

[Placard Info](#) [Trailer Info](#) [Images](#)

Trailer Settings – Last Update: None

The owner specified that their vehicle is transported on a trailer before submitting their application, but they are not required immediately when applying because they may not have it available at that time.

Name: Eberz, Matthew2026 **Cell Phone:** Cell Phone

Local Lodging:

Please tell us where you plan to stay. (This helps us track you down if there is an issue with your trailer)

Arrival Date: **Arrival Time:**

Select an Offload Date/Time:

Departure Date: **Departure Time:**

Tow Vehicle Description: Ford 450

Will Tow Vehicle Stay Connected?

Trailer Description: BOX **Trailer Length:** 33 **Trailer Weight:** 2000

Trailer Axels: 2 **Driver Cell Phone:** Driver Cell Phone

Designated Parking Area:

- Highlands School
- Wilson Lot Parking

[Save changes](#) [Exit](#)

[Cancel Trailer Request](#)

Sales Admin – One Lap

Store Management

Tickets

Tickets are created and associated to events. More than one type of ticket can be sold for a single event but a ticket can only be associated to a single event. Create and monitor tickets you are selling here or you can create tickets on the individual events.

Filter by Festival:

2026 Festival (06/11/2026 – 06/14/2026) ▾

Select a festival to view only its events, or choose "All (Legacy)" to see everything.

Ticketed Events

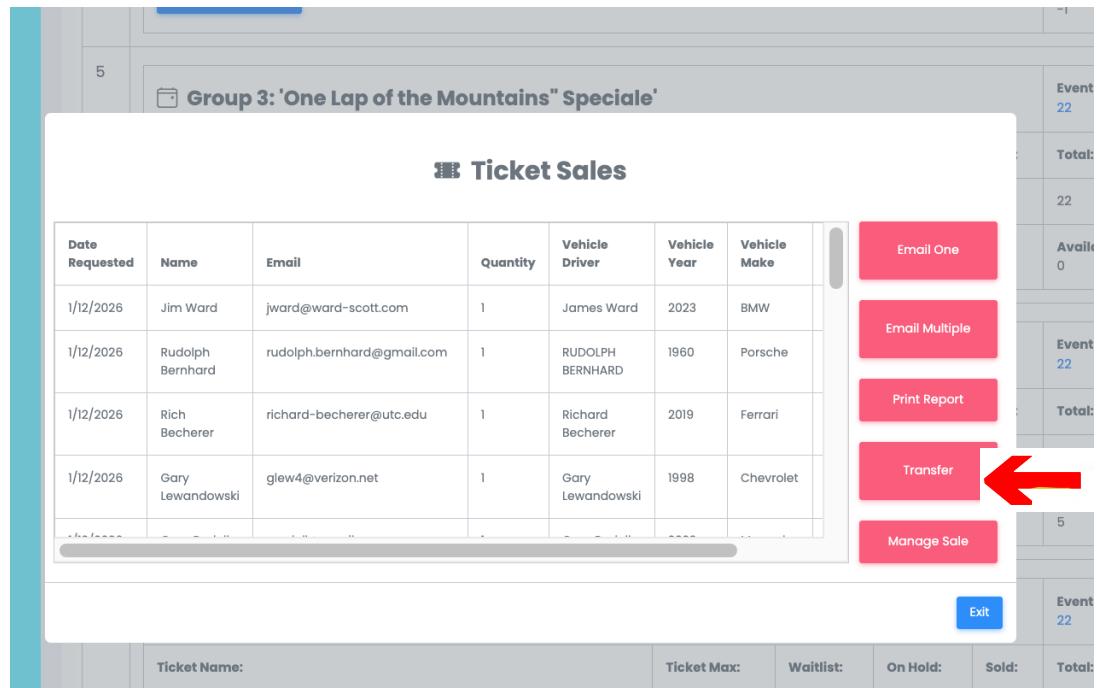
4

Group 2: "One Lap of the Mountains" Speciale'						Event Max: 22
Ticket Name:	Ticket Max:	Waitlist:	On Hold:	Sold:	Total:	
Group 2: One Lap of the Mountains- Speciale'	21	9	0	23	23	
Add User to Waitlist						Available: -1

[Create New Event Ticket](#) [Sales Report](#)

The Sales Admin provides a “One Window” of management for ticket sales of all types. EVENT ROADSTER is designed around a “Ticket Concept” whereby everything for sale and every cars show spot and parking spot is programmatically treated as a ticket. This enables a standardized way of looking at inventory of all types, from Car Show to One Lap, to Dinner, to the sale of merchandize.

Sales Admin – One Lap - Transfer



Group 3: 'One Lap of the Mountains" Speciale'

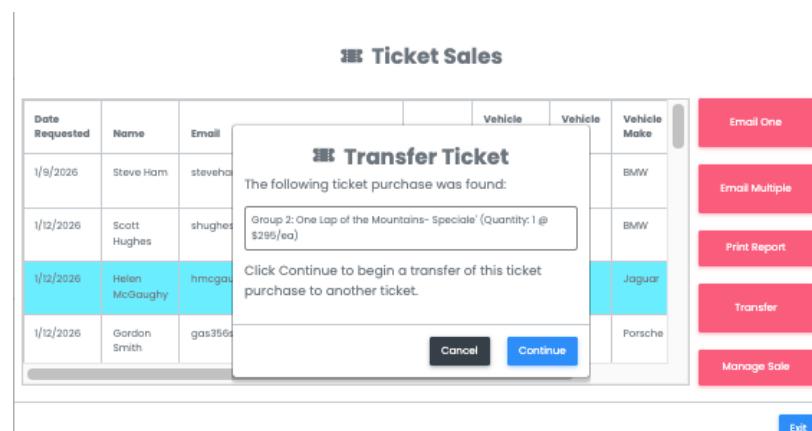
Ticket Sales

Date Requested	Name	Email	Quantity	Vehicle Driver	Vehicle Year	Vehicle Make
1/12/2026	Jim Ward	jward@ward-scott.com	1	James Ward	2023	BMW
1/12/2026	Rudolph Bernhard	rudolph.bernhard@gmail.com	1	RUDOLPH BERNHARD	1960	Porsche
1/12/2026	Rich Becherer	richard-becherer@utc.edu	1	Richard Becherer	2019	Ferrari
1/12/2026	Gary Lewandowski	glew4@verizon.net	1	Gary Lewandowski	1998	Chevrolet

Ticket Name: Ticket Max: Waitlist: On Hold: Sold: Total:

One of the capabilities of the Store Admin is to enable transfer of tickets from one event to another. Select a person record and the “Transfer” and you will get a message the system recognizes the record and the ticket. Select “Continue” and you will be presented with a list of ticket to choose from. Once completed the system will automatically adjust the inventories of both tickets.

If the destination select is Sold Out, the system will override the Maximum Ticket level and allow the transaction.



Ticket Sales

Date Requested	Name	Email	Vehicle	Vehicle	Vehicle Make
1/9/2026	Steve Ham	steveham@scott.com		BMW	
1/12/2026	Scott Hughes	shughes@scott.com		BMW	
1/12/2026	Helen McGaughy	hmcgaughy@scott.com		Jaguar	
1/12/2026	Gordon Smith	gas396@scott.com		Porsche	

Transfer Ticket

The following ticket purchase was found:

Group 2: One Lap of the Mountains- Speciale' (Quantity: 1 @ \$295/ea)

Click Continue to begin a transfer of this ticket purchase to another ticket.

Event Roadster Version 3.X will provide the ability to transfer tickets of different prices and offer methods to refund, request more payment or comp the transfer.

Sales Admin – One Lap - Refunds

Ticket Sales

Date Requested	Name	Email	Quantity	Vehicle Driver	Vehicle Year	Vehicle Make
1/12/2026	Jim Ward	jward@ward-scott.com	1	James Ward	2023	BMW
1/12/2026	Rudolph Bernhard	rudolph.bernhard@gmail.com	1	RUDOLPH BERNHARD	1960	Porsche
1/12/2026	Rich Becherer	richard-becherer@utc.edu	1	Richard Becherer	2019	Ferrari
1/12/2026	Gary Lewandowski	glew4@verizon.net	1	Gary Lewandowski	1998	Chevrolet

Actions:

- Email One
- Email Multiple
- Print Report
- Transfer
- Manage Sale

Buttons:

- Exit

Manage Sales provides a complete account of the selected transaction. By selecting “Refund Sale Transaction” the system will post the refund and send an email to the patron that the transaction has been completed.

Sale Details

Review the sale information and click the Process Refund button to begin processing a refund for this sale.

Sale Information

Customer Name:

Gordon Smith

Customer Email:

gas356sc64@gmail.com

Order Number:

25304

Total Amount:

\$295.00

Sale Status:

Completed

Ticket Information

Ticket Name:

Group 2: One Lap of the Mountains-Special

Quantity:

1

Sale Price:

\$295.00

Transaction Information

Transaction Type:

Purchase

Payment Method:

PayPal

Payment Status:

Completed

Date Processed:

Mon Jan 12 2026

Transaction Id:

1XE3244245389374A

Check Number:

Admin Notes:

Close

Refund Sale Transaction

Sales Admin – One Lap – Wait List

5	Group 3: 'One Lap of the Mountains" Speciale'						Event Max: 22	
Ticket Name:		Ticket Max:	Waitlist:	On Hold:	Sold:	Total:		
Group 3: One Lap of the Mountains- Speciale'		22	10	0	22	22		
Add User to Waitlist						Available: 0		
6	Group A: "One Lap of the Mountains- Grande"						Event Max: 22	
Ticket Name:		Ticket Max:	Waitlist:	On Hold:	Sold:	Total:		
Group A: One Lap of the Mountains		21				21		
Add User to Waitlist								
Waitlist for ticket: Group 3: One Lap of the Mountains- Speciale'								
Date Requested	Name	Email	Quantity	Vehicle Driver	Vehicle Year	Vehicle Make	Vehicle Model	
2/2/2026	Carlos Malpartida	carlos@blakeland.us	1	Carlos Malpartida	1973	Porsche	914	Email User
2/2/2026	Ivan Ruiz	ivan@thecarnut.com	1	Ivan Ruiz	1961	Maserati	3500 GTC	Email Multiple
1/21/2026	Kevin Mann	MANNKM@AOL.COM	1	Kevin Mann	2024	Aston Martin	DB12	Print
1/20/2026	Andrew Miles	andymiles@me.com	1	Andrew Miles	2024	Bentley	Continental GTC S	Remove
Convert to Hold								Exit
Ticket Name:		Ticket Max:	Waitlist:	On Hold:	Sold:	Total:		
Group B: One Lap of the Mountains Driving Tour		22	4	0	22	22		
Add User to Waitlist								

The Wait List option proves several management capabilities. Selecting “Email User” or “Email Multiple” enables Admin to select those list and email them. The system takes Admin to the Reports section where you can select a template email.

“Print” function will print the entire list/

“Remove” will remove the person from the Waitlist and adjust the count.

“Convert to Hold” is a powerful tool that will allow Admin to select a record in the list and then the system will send a message to the patron that the ticket is now available for sale. In that process the count of “Wait List” is reduced and the count of “On Hold” is increased. If the patron choose to purchase the ticket, the email message provides a link for the sale. If completed the system reduces the count in “On Hold” and increase the count in “Sold.” Once Admin places the record to “Convert to Hold” Admin the entire sale and posting process are automatic.

The Store

Highlands Motoring Festival Store

Admin: Shop on Behalf Of...

The following items are currently for sale. When done shopping, click "My Cart".

Driving Event Tickets:

Group A: One Lap of the Mountains

Thursday, 11 June 8 AM

Price: \$295.00 [View Details](#) [\\$ Purchase](#)

Group B: One Lap of the Mountains Driving Tour

Thursday – 11 June 8:30 AM

Price: \$295.00 [View Details](#) [Join Waitlist](#)

Group 2: One Lap of the Mountains-Special'

Friday, 12 June 9 AM

Price: \$295.00 [View Details](#) [Join Waitlist](#)

Group 3: One Lap of the Mountains-Special'

Friday, 12 June 9:30 AM

Price: \$295.00 [View Details](#) [Join Waitlist](#)

General Event Tickets:

Happy Hour with Wayne

Happy Hour with Wayne June 11, 2026, at 5 PM

Price: \$95.00 [View Details](#) [\\$ Purchase](#)

Donations:

\$25 Donation

\$25 Donation to the charities supported by the Highlands Motoring Festival

Price: \$25.00 [View Details](#) [\\$ Purchase](#)

Tickets can be priced or complimentary. There is the option to enable a waitlist for sold out tickets.

This screen as depicted shows three categories of tickets: Driving Events, General Event and Donations. This was accomplished programmatically.

Version 3.1 created Venue and Catalog Collections (See next slide for discussion).

Version 3.X will enable ticket packages.

The Store – Global Venue & Collections

MANAGING EVENT: GROUP 1: "ONE LAP OF THE MOUNTAINS" GRANDE'

Basic Settings **Tickets** **Teams** **Participants**

Driving Event Basic Settings

Name: Group 1: "One Lap of the Mountains" Grc **Short Description:** Long Route Driving Tour and Lunch **Estimated Driving Distance:** 150+ miles

Detailed Description:

This is a private run group with invitational registration. The festival's most popular event is on Friday, June 12, 2026, with the "One Lap of the Mountains- Grande" driving tours. These exhilarating driving adventures are technical rallies as opposed to timed rallies, designed to give driver and navigator a chance to enjoy the scenery while staying together as a group. Event organizers annually plan different courses for each day on roads chosen to provide the ultimate mountain driving experience with mountain views, waterfalls, and wonderfully paved and banked roads. This route has been curated and test-driven by our local enthusiasts who know the less traveled back roads. This longer route will cover 150+ miles of the mountainous backroads with a hot lunch buffet served at an upscale venue. The package includes breakfast sandwiches and coffee before departure, a prepaid hot lunch buffet for two people, the 2026 turn-hv-turn Route Guidebook, two HMF hats, a 2026 HMF

Start Location: Kelsey Hutchinson Park- 411 Pine Street **End Location:** Kelsey Hutchinson Park- 411 Pine Street **Driving Route Map URL:** Google Map URL

Event Start Date: 2026-06-12 **Event Start Time:** 07:45 **Event End Date:** 2026-06-12 **Event End Time:** 16:00 **Enrollment/Sales Close Date:** 2026-06-11 **Maximum Number of Participants:** 22

Associate with Festival: 2026 Festival (06/11/2026 - 06/14/2026)
Optional: Associate this event with a fest? **Associate with Venue:** -- Select Venues -- **Associate with Catalog Collection:** -- Select Collections --

Allow New Participants (Active Event)

Exit **Delete** **Save changes**

Version 3.1 created Venue and Catalog Collections

“Associate with a Venue” allows you to create multiple locations for events. This particularly helpful for events that are not in the same location and directions can be provided

“Associate with a Catalog Collection” allows you group tickets for sale into separate sections on the Stoere Page or separate Store pages.

(Continued on next slide)

The Store – Global Venu & Collections

The screenshot displays the Global Venu & Collections interface. At the top, a blue header bar contains the text "Manage Festivals & Events". Below it is a green bar with "Global Settings" and a gear icon. The main content area is divided into four sections: "Venues" (black bar with a location pin icon), "Catalog Collections" (light blue bar with a folder icon), and "System Emails" (pink bar with an envelope icon). The "Venues" section shows a table with three rows: "Other Venue" (Private Facilities, Highlands, NC, 28741), "Highlands Performing Arts Center", and "Cashiers Theater". The "Catalog Collections" section shows a table with three entries: "Concert Series" (No description), "Special Programs" (No description), and "45th Season Regular Season" (Concert Series). Below these sections is a search bar with "Search catalog colle" and a "Filter" button. At the bottom, a modal dialog titled "Update Venue" is open, showing fields for Name (Highlands Performing Arts Center), Description, Address Line 1 (Street Address), Address Line 2 (Apt, Suite, etc.), City, State, and Postal Code. It also includes "Delete", "Cancel", and "Save changes" buttons. To the right of the modal is a table header for "Collection Name" and "Description".

Name	Description	Address	City	State	Postal Code	
Other Venue	Private Facilities		Highlands	NC	28741	Edit
Highlands Performing Arts Center						Edit
Cashiers Theater						Edit

Collection Name	Description	Edit
Concert Series	No description	Edit
Special Programs	No description	Edit
45th Season Regular Season	Concert Series	Edit

Showing 1 to 3 of 3 entries

10 [1](#) [2](#) [3](#)

Update Catalog Collection

Name	Description
Concert Series	

[Delete](#) [Cancel](#) [Save changes](#)

Version 3.1 created Venue and Catalog Collections. For both use Global settings to add or edit both.

Event – Ticket

[Basic Settings](#) [Tickets](#) [Teams](#) [Participants](#)

[Edit Ticket](#)

General Event Ticket Management

Select an event ticket below to modify its settings or create a new ticket.

[Create New Event Ticket](#)

Tickets for this event:

These tickets are listed in the store and can be edited by administrators, but this should be done with caution since editing a ticket modifies the ticket as sold in the store.

Active	Allow Waitlist	
General Admission		
Price: \$40.00	Ticket Settings	
Student Ticket		
Active	Allow Waitlist	Private Only
Price: \$20.00	Ticket Settings	
Complimentary		
Price: \$0.00	Ticket Settings	

Creating ticket is as easy as it gets. Click “Create New Event Ticket” and enter the data. You can have a multitude of both type and numbers.

- Options include allowing when sold out going to a Wait list.
- Setting it for Private Sale which will place the tickets on a separate Store window. Patrons are given a URL and can shop.
- The ticket can be set as a Donation ticket which enables ease of accounting.
- It can also be a complimentary ticket. This type of ticket can be set for a price for accounting but does not process through the credit card system for payment.

Ticket Name:

General Admission

Base Price:

40

Max Inventory:

100

Max Per Purchase:

10

Limits Number Sold Per Purchase

Ticket Description:

“American Salute” – Sunday, July 5 at 5 PM in Cashiers, NC

Activate this ticket for Sale

Ticket Image:



[Choose File](#)

Recommended size: 800x450px. Max 1MB. PNG, JPG, & WEBP files only.

Allow users to join a waitlist if the ticket is unavailable

For Private Sale Only

This is a donation ticket

This is a complimentary ticket

Event – Ticket – Multiple Same Event



Group 1: One Lap of the Mountains – Friday						Event Max: 25
Ticket Name:	Ticket Max:	Waitlist:	On Hold:	Sold:	Total:	
One Lap Friday Group	25	4	0	20	20	
One Lap Friday Group VIP	10	1		5	5	
<button>Add User to Waitlist</button>						Available: 0

EVENT-ROADSTER has the unique capacity to have multiple tickets each of which has the capacity to all be sold, even though their total exceed the Maximum number to be sold for the event. Notice the top list ticket is able to be sold 25 times, the entire inventory. The VIP ticket can be sold 10 times, the total of the two tickets is 35, which exceeds the maximum level. The system manages the total sales and stops sales when that number is reached.

Reports

Report Generator

Sales Report

Choose "All Sales" to report on all sales over a date range, or choose from individual tickets in the list to see a sale report for a single ticket.

Sales Report:

Select a Sales Report...

Start Date:

mm/dd/yyyy

End Date:

mm/dd/yyyy

Event Reports

Select an Event to Report On:

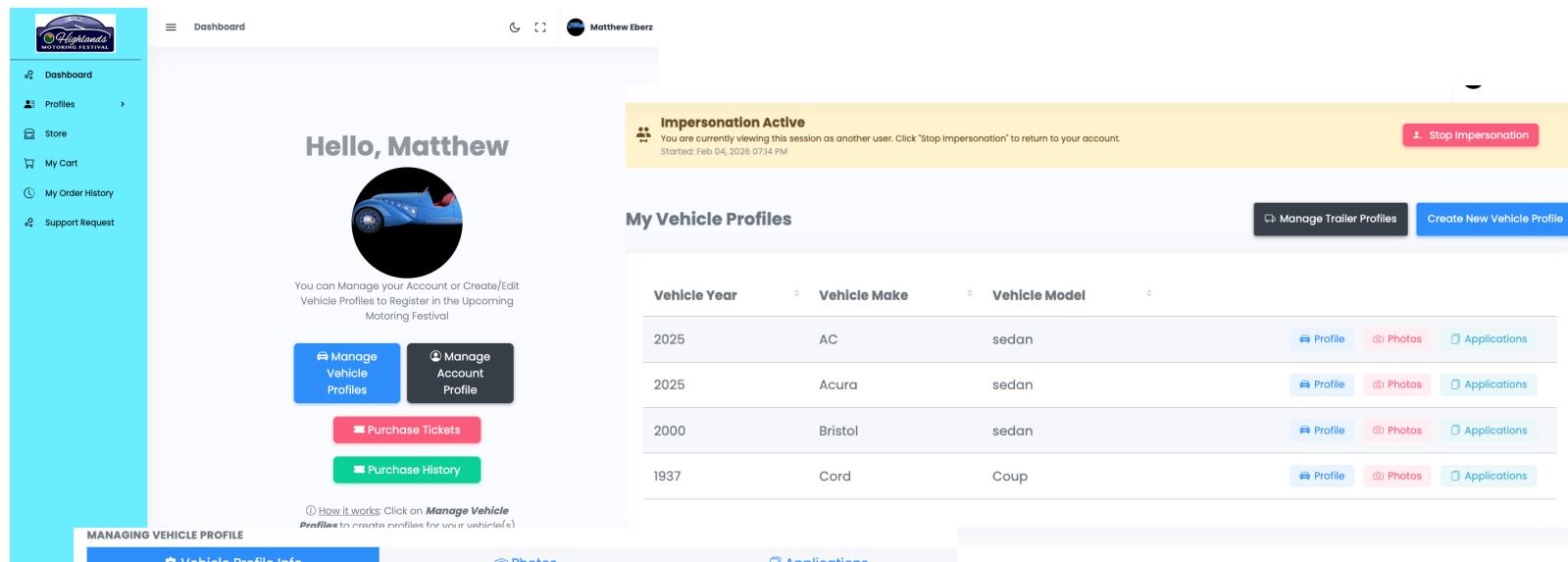
Festival Reports

Select a Festival to Report On:

The format for Reports is unchanged from Version 3.0, it is entirely under redesign. The flyout will be different and some of the reports will be modified.

The new Reports will be delivered at Version 3.X

Patrons



The screenshot shows the Highlands Motoring Festival Patron Dashboard. At the top, there is a navigation bar with links for Dashboard, Profiles, Store, My Cart, My Order History, and Support Request. The main content area starts with a greeting 'Hello, Matthew' and a profile picture of a blue classic car. Below this, there is a section for managing vehicle profiles, with buttons for 'Manage Vehicle Profiles' and 'Manage Account Profile', and links for 'Purchase Tickets' and 'Purchase History'. A note says 'You can Manage your Account or Create/Edit Vehicle Profiles to Register in the Upcoming Motoring Festival'. A 'MANAGING VEHICLE PROFILE' section includes tabs for 'Vehicle Profile Info' (selected), 'Photos', and 'Applications'. The 'Vehicle Profile Info' tab shows fields for Vehicle Year (2025), Vehicle Make (AC), Vehicle Model (sedan), and Vehicle Nickname (empty). It also has a 'Any Non-Original Components' field containing 'Test' and a 'Vehicle Description' field containing 'Test for trailer asdfasdfs'. A checkbox 'My Vehicle is Trailer Transported' is checked. A 'Trailer Profile' field shows '-- No Trailer Profile --' with a 'Manage Trailer Profiles' link. At the bottom are buttons for 'Delete', 'Save changes' (highlighted in blue), and 'Exit'.

Vehicle Profile Info

Here you can manage your vehicle profile information, which is reviewed by the administrator when you submit or update an application to an event.

Please note that any changes you make to the information here must be saved by clicking Save Changes below.

Vehicle Year: 2025 Vehicle Make: AC Vehicle Model: sedan Vehicle Nickname:

Any Non-Original Components:

Test

Vehicle Description:

Test for trailer asdfasdfs

Character count: 25

My Vehicle is Trailer Transported

Trailer Profile: -- No Trailer Profile --

Manage Trailer Profiles

Vehicle Year **Vehicle Make** **Vehicle Model**

2025	AC	sedan	Profile Photos Applications
2025	Acura	sedan	Profile Photos Applications
2000	Bristol	sedan	Profile Photos Applications
1937	Cord	Coup	Profile Photos Applications

Impersonation Active

You are currently viewing this session as another user. Click 'Stop Impersonation' to return to your account.

Started: Feb 04, 2026 07:14 PM

[Stop Impersonation](#)

[Manage Trailer Profiles](#) [Create New Vehicle Profile](#)

The big change for users is the addition of the trailer selection during application.

There are more changes coming in Version 3.X.

NOTE: Notice this screen shot was taken while in the impersonation mode.

Patrons

Let's create your vehicle profile!
Please tell us a little about your vehicle by filling out the form below:

Vehicle Year:	Vehicle Make:	Vehicle Model:	Vehicle Nickname:
1952	Chevy	sedan	Vehicle Nickname

Any Non-Original Components:

Original

Vehicle Description:

Store in a garage

Character count: 17

My Vehicle is Trailer Transported

Trailer Information Options

Please select how you would like to handle trailer information for this vehicle:

Create without Trailer Info, I will enter it later
Vehicle profile will be created without trailer information. You can add it later.

Use an Existing Trailer Profile
Select from your saved trailer profiles.

-- Select a Trailer Profile --

Ford 450 (33)

[Cancel](#) [Save and Continue](#)

Let's create your trailer profile!
Please tell us a little about your trailer by filling out the form below:

Trailer Description:	Tow Vehicle Description:
Describe the this trailer	Describe the vehicle that tows this trailer

Trailer Length: e.g. 24 ft

Weight (lbs): Weight in pounds

Number of Axels: Number of axels

Tow Vehicle Stays Connected to Trailer

[Cancel](#) [Save Trailer Profile](#)

Patrons now have the option of creating a trailer profile later, Using one in the system or entering a new one then.

This is a big step for the Trailer Admin as this enables the Admin to see what patron have been accepted and if they have complete data.

Trailer Tickets Trailer Max: 40

Ticket Name:	Accepted without Trailer Data:	Accepted with Trailer Data:	Placed:	Total:
2026 Classics in the Park Trailer Ticket	8	2	0	10

[View Parking Statistics](#) Available: 30