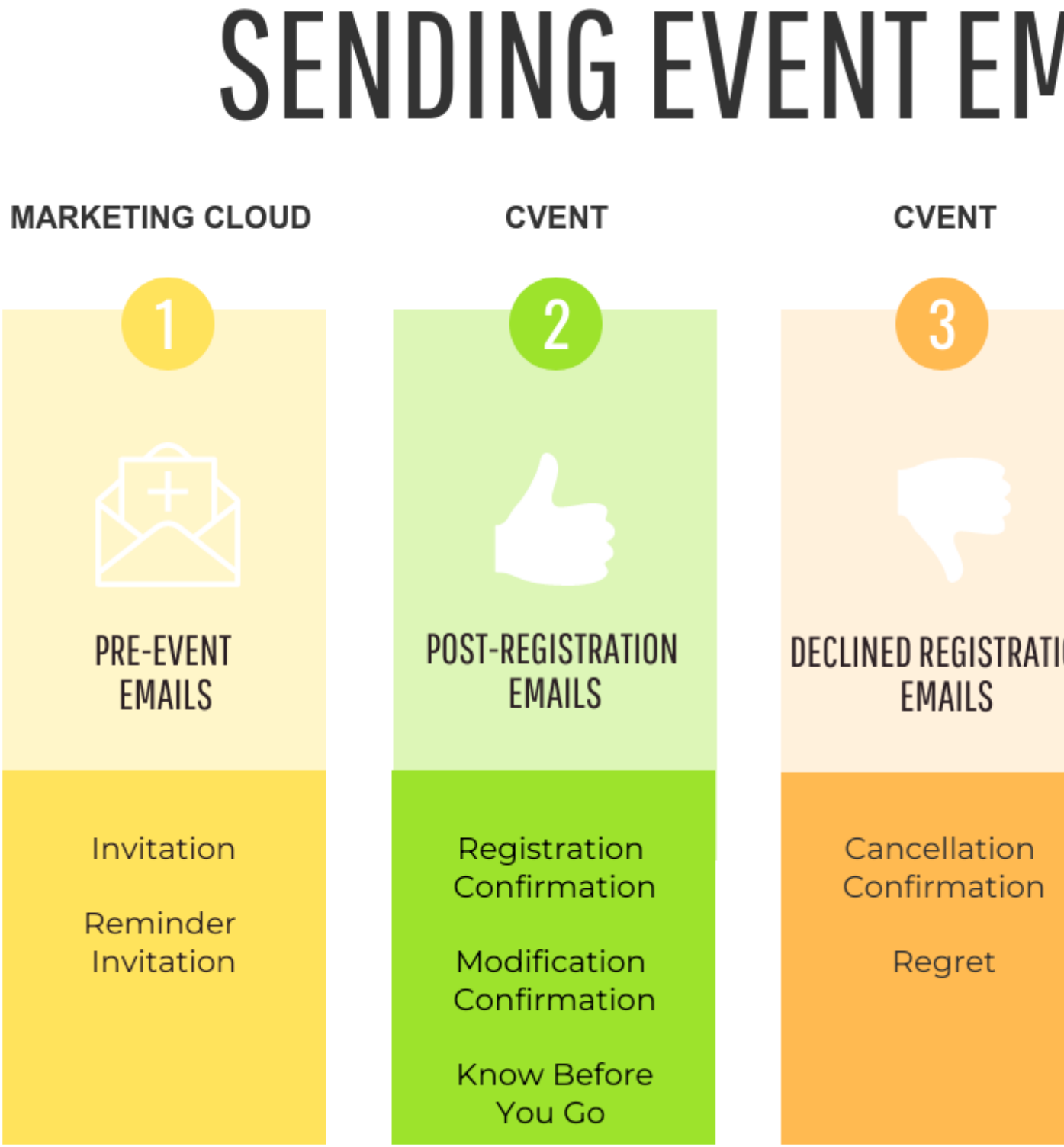
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Cvent | Event & Session Emails [1]

May 30, 2024 by Melanie Jones [2]

Design an email template, drop in data tags, and send it once. With event emails everyone on the invitation list will receive a personalized copy, like it was written just for them.

It's important to remember, Cvent emails can only be used when sending post-registration, transactional messages. This might include registration confirmation, Know Before You Go, or post-event survey message. **Pre-Event Emails, such as Invitations or Invitation Reminders - being commercial in nature - are never sent through Cvent**. Instead, use your event weblink to promote your event [3] via Marketing Cloud.



Hosting sessions? Rather than troubling everyone on your invitation list, distribute the webinar info, send a reminder to bring questions for the panelists, or announce that the room has changed to only those who registered for an optional session. Learn more about creating sessions [4] and session emails [5].

Related Articles

- Event Planner Email Address [6]
- Consider Accessibility [7]
- Creating an Event Email [8]
- Manually Sending Event Emails [9]
- Creating Sessions [10]
- Creating Session Emails [5]
- Using Data Tags in Event [11]
- Data Tag Cheat Sheet [12]
- Confirming Emails Were Delivered [13]

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