



AMS Clubs and Constituencies

Welcome to Rezgo, the event registration and payment system brought to you by the AMS! This system has been integrated as a functional and cost-effective tool to help you with event management. This system is mandatory to use and it is against Finance Commission policy to use any other online payment system.

What can Rezgo do for me?

Rezgo is available to all Clubs and Constituencies to help manage online payment solutions for all events.

How much does Rezgo Cost?

All fees are a percentage of sales and are very competitively priced.

Your total costs per transaction

~3.5% + \$.0.25

New to Rezgo?

To sign up for Rezgo and gain access to the platform, contact the Associate Vice-President Finance at fincomvc@ams.ubc.ca

How to login?

Click on: <https://login.rezgo.com/> use the username and Password provided by Rezgo. Once you login

you have full access to create your clubs events. All money will be directly deposited into AMS Bank Account.

How to get your password?

On the login page, select forgot email and enter the registered email address that you used to become authorized as a treasurer.

You will then receive an email with instructions on how to set up your new password!



Some things you can do with Rezgo

- ✓ All clubs events will be listed and viewable to student body on AMS Website.
- ✓ Add photos to your tour/activity details
- ✓ Automatically embed Youtube videos
- ✓ Search engine optimize pages with tags & descriptions
- ✓ Customize the look of the booking engine
- ✓ Receive online bookings 24/7
- ✓ Automatically process payments with your AMS
- ✓ Merchant account
- ✓ Send automated receipts & voucher emails
- ✓ Process bookings using the point of sale
- ✓ Generate guest list & booking reports
- ✓ Check in guests using a mobile phone

Rezgo Support

For any help regarding using your Rezgo platform and all setup related questions please visit <https://www.rezgo.com/support/>

Rezgo is here to help if you are anytime are having troubles with your account. For case specific issues please contact support@rezgo.com and ensure to mention that you are an AMS club in order to receive the necessary help.

All the best,

The AMS Finance Commission