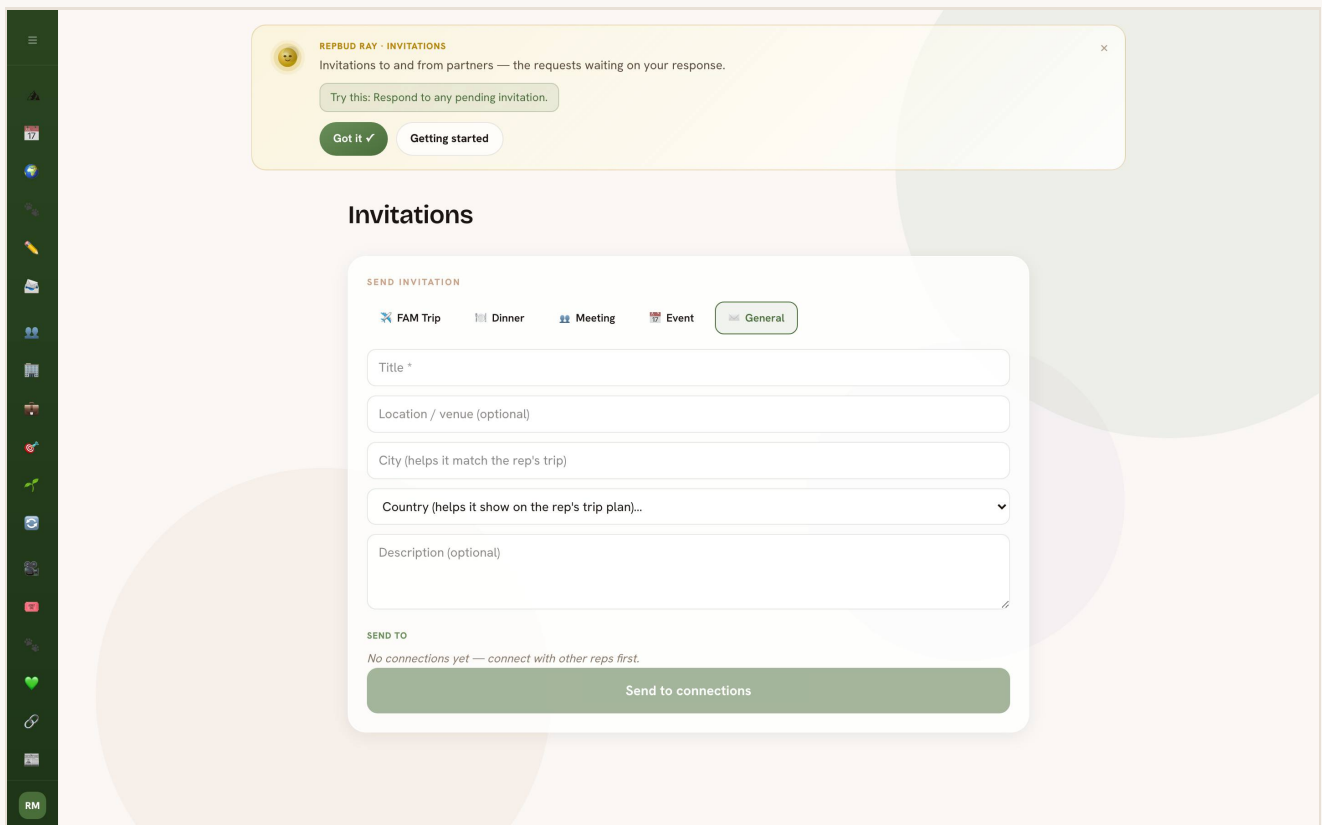


Send invitations

Got a stand, a dinner or a FAM coming up? Here's how to invite the RepBuddies you're connected with and track who's coming — in one place.

Covers /dashboard/invites · for rep, dmc



REPBUD RAY · INVITATIONS

Invitations to and from partners — the requests waiting on your response.

Try this: Respond to any pending invitation.

Got it ✓ Getting started

Invitations

SEND INVITATION

FAM Trip Dinner Meeting Event General

Title *

Location / venue (optional)

City (helps it match the rep's trip)

Country (helps it show on the rep's trip plan)...

Description (optional)

SEND TO

No connections yet — connect with other reps first.

Send to connections

The steps

01 Open Invitations

Invitations is where you send and track meetups with the people you're connected with.

02 Pick the type

Choose what it is — FAM Trip, Dinner, Meeting, Event or General. The recipient sees the matching label.

03 Add the details

Give it a title, and optionally a venue, city and country so it can line up with the rep's trip plan.

04 Choose who to invite

Under "Send to", tick the connections you want. You can pick more than one.

05 Send it

The button confirms how many it's going to. Hit it and you'll see "Sent!".

06 Track who accepted

Under "Sent invitations", each one shows accepted, pending and declined counts plus a chip per person.

07 Respond from your inbox

Invites sent to you arrive under "Your inbox" — accept or decline right there.

Next: Next guide

Questions

Why can't I send an invitation?

You can only invite people you're connected with. If the form says "No connections yet", connect with other reps first, then they'll appear under "Send to".

Can I invite several people at once?

Yes. Tick as many connections as you like under "Send to" — the Send button shows how many it's going to before you send.

How do I know who's coming?

The "Sent invitations" section groups each invite and shows accepted, pending and declined counts, with a colour-coded chip for every recipient.

Where do invites sent to me show up?

Under "Your inbox" on the same page. Each one has Accept and Decline buttons, and shows the outcome once you've responded.