



Organizing Swiss – Professional solutions for private and corporate customers.
Services provided: Guest Relations, Relocation, Limousine Transport, Health Care, Security Services

Event Management supported by the Booking System

OZ Swiss Booking System

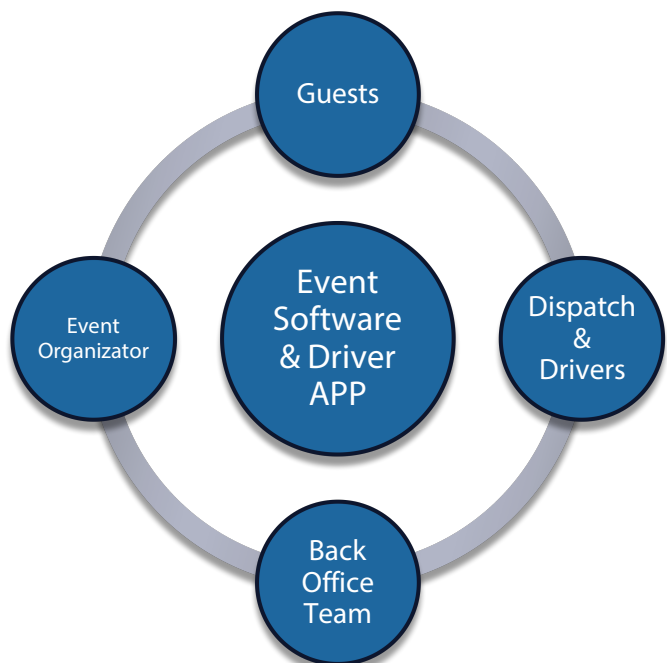
To deliver best performance we developed our own Booking System which has been used and tested by several political delegations and international companies since 2014. Our system is not connected to any public cloud-service like iClouds or Google. Our servers are located in Zurich, secured both technologically and physically by our IT provider, Huang IT (Switzerland). The software is updated and improved frequently to comply the latest requirements.

Our Booking System is the center between the customer's organization, our event planning team, our dispatchers and drivers. Using it guarantees a reliable and flexible process that can be controlled of all parties involved. We fulfill the order as it was entered in the system or adjust it to the needs of the customer during service. During planning, we will specify who has the right to change an order in a way that may cause additional costs.

You are free to communicate via phone, mail or online to all OZ Staff. In all cases, the OZ Team will record all information in the system.

Communication and information flow:

1. Planning phase: Customer's Office keeps in touch with OZ Event management.
2. During the service please talk to the OZ Contact of your choice.
3. The dispatcher is connected to the system thus does not need to be contacted separately for every change.
4. Our drivers can see all their actual orders within the drivers-app.
5. Busy or Free note and real-time tracking in the Driver-App allows efficient pool-car planning.
6. After a journey, you soon can see the actual costs.





Our software offers:

Overview
of all
journeys

Real-time
Tracking

Busy or
Free Note

24/7 Event
Managing

Uptodate
infos

Costs
overview

Your advantages when working with OZ Swiss Services AG:

- Efficient planning process
- 24/7 support from our back office
- Login to our booking software
- Calendar overview online
- Flexible communication to all staff
- Real-time tracking of drivers with Busy or Free function
- Skilled dispatchers
- Less cars needed for the event due to professional organisation– lower costs
- Equipment such as radio or welcome desk at the airport
- Possibility to integrate your existing partners, cooperation firm with your security firm
- No public cloud providers
- Climate neutral event guaranteed
- Quality and Integrity Guidelines
- Quality controlled subcontractors (Subcontractor commitment)
- Payment appendix package with an overview of all services, summarized within one invoice
- Electronic invoice, enabling payments via bank transfer or credit card through our credit card provider Stripe

Are you convinced about our service quality? Our [customer service](#) is happy to prepare you an offer for any event.