

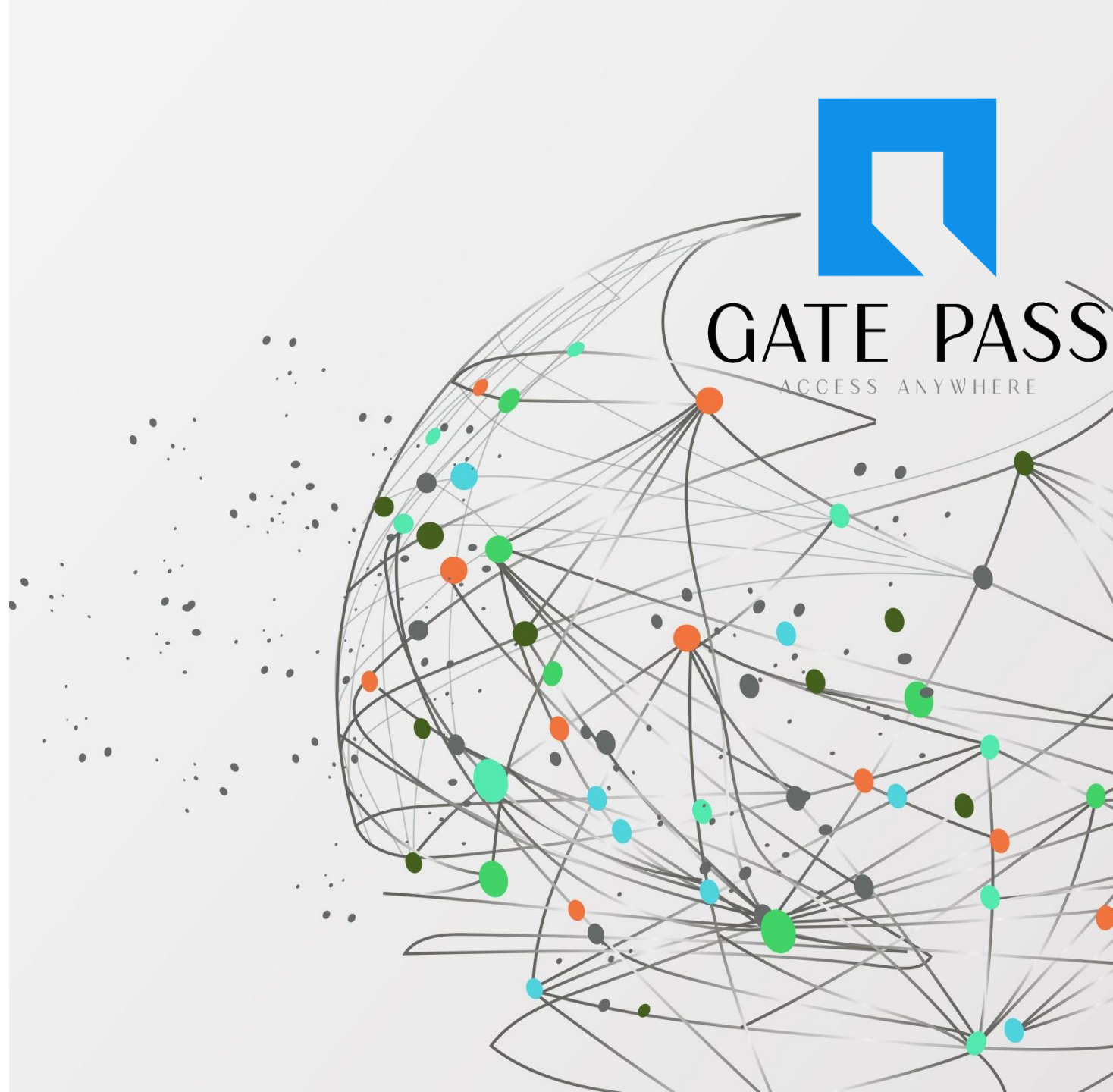
Tutorial on Gate Pass Me




ORGANIZER ACCOUNT



GATE PASS
ACCESS ANYWHERE



Login to <https://gate-pass.me> and choose Organizer Portal



GATE PASS
ACCESS ANYWHERE

Welcome to Gate Pass



Select your portal to log in:

Admin Portal
Manage organizers and system settings.

Organizer Portal
Create and manage events, tickets, and orders.

[Privacy Policy](#) | [Support](#) | [Register as Organizer](#)

Download the Gate Pass App:




About Gate Pass System

Gate Pass is a modern, secure, and efficient system designed to streamline event access and management. Our platform empowers organizers to create and manage events, handle digital ticketing, and enhance overall security. With a clean interface and powerful features, Gate Pass simplifies day-to-day operations and elevates the event experience.

Whether you are an event administrator or an organizer, our system provides the tools you need to succeed. Enjoy real-time updates, secure digital ticketing, and seamless event management with Gate Pass.

Choose your portal and get started today!


Enter your credentials




GATE PASS
ACCESS ANYWHERE

Organizer Login

Sign in to your account



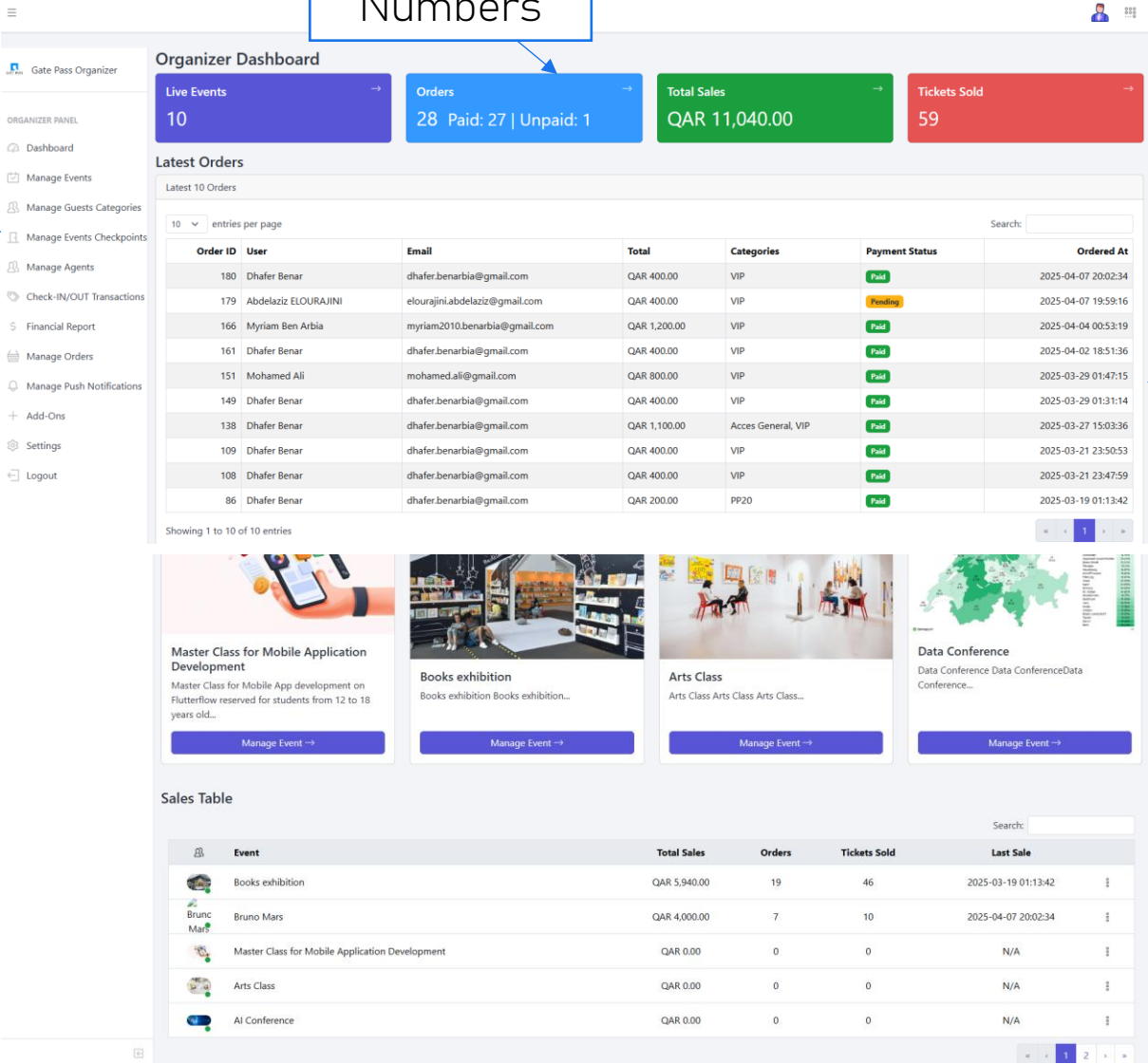


Login

Welcome to Gate Pass System

Manage access control with ease. Secure, simple, and efficient.

Dashboard



Overview
Numbers

Main Menu

Latest 10
orders

Latest 4
events

Sales table

Manage events

Create new event

Event start & end datetime
Event sale start & end datetime

Edit event

Manage Events

Create Event

Events List

Show 10 events

ID	Title	Event Start	Event End	Sale Start	Sale End	Status	Actions
1	Qatar Airways Premier Padel Tour	2025-04-14 00:00:00	2025-04-20 12:00:00	2025-04-17 16:14:00	2025-04-20 12:00:00	Running On Sale Live	...
3	Design Doha Biennale 2026	2025-04-16 00:00:00	2025-06-30 23:59:00	2025-04-16 16:17:00	2025-06-30 16:18:00	Running On Sale Live	...
8	AI Conference	2025-02-21 20:17:00	2025-05-14 23:17:00	2025-02-09 16:17:00	2025-05-14 16:18:00	Running On Sale Live	...
17	Family Day in Qatar	2025-04-15 00:00:00	2025-04-20 00:00:00	2025-04-15 00:00:00	2025-04-20 00:00:00	Live	...
20	Bruno Mars	2025-02-18 18:13:00	2025-04-15 18:13:00	2025-02-06 18:13:00	2025-04-15 18:13:00	Live	...
23	Data Conference	2025-02-11 18:39:00	2025-02-28 18:39:00	2025-02-16 18:39:00	2025-02-28 18:39:00	Live	...
25	Arts Class	2025-02-16 20:05:00	2025-02-22 20:05:00	2025-02-16 20:05:00	2025-02-22 20:05:00	Live	...
29	Books exhibition	2025-02-16 09:42:00	2025-03-19 09:42:00	2025-02-17 09:42:00	2025-03-19 09:42:00	Live	...
32	Master Class for Mobile Application Development	2025-04-10 18:00:00	2025-06-30 20:00:00	2025-04-10 06:00:00	2025-06-30 20:00:00	Running On Sale Live	...

Showing 1 to 9 of 9 events

First Previous 1 Next Last

Search events:

Edit event

Featured : Promoted event
On Sale : Sale opened
Live : Approved by Admin
Running : Event is running

Manage tickets categories

Choose event

Pricing & Capacity per category

Open to public or not

The screenshot displays the 'Gate Pass Organizer' application interface. The sidebar on the left contains the following navigation items: Dashboard, Manage Events, Manage Guests Categories, Manage Events Checkpoints, Manage Agents, Check-IN/OUT Transactions, Financial Report, Manage Orders, Manage Push Notifications, Add-Ons, Settings, and Logout. The main content area is titled 'Ticket Categories' and features a 'Select Your Event' dropdown menu currently set to 'Books exhibition'. A '+ Add Category' button is located in the top right corner. The table below lists six ticket categories with columns for ID, Category Name, Price, Capacity, Remaining Tickets, Discount, Open to Public, and Actions. The 'Open to Public' column contains toggle switches, with the third row (ID 20, PP10) being the focus of an annotation. The table shows 6 categories, and the pagination at the bottom indicates 'Showing 1 to 6 of 6 categories'.

ID	Category Name	Price	Capacity	Remaining Tickets	Discount	Open to Public	Actions
17	VVIP	500.00	12	0	0.00 (none)	<input checked="" type="checkbox"/>	Edit Delete
19	P	10.00	1001	474	0.00 (none)	<input checked="" type="checkbox"/>	Edit Delete
20	PP10	30.00	100	0	0.00 (none)	<input type="checkbox"/>	Edit Delete
21	PP20	200.00	101	76	0.00 (none)	<input checked="" type="checkbox"/>	Edit Delete
22	General Access	250.00	3	0	0.00 (none)	<input checked="" type="checkbox"/>	Edit Delete
26	Free entrance	0.00	100	87	0.00 (none)	<input checked="" type="checkbox"/>	Edit Delete

Manage checkpoints of the event

Gate Pass Organizer

ORGANIZER PANEL

Dashboard

Manage Events

Manage Guests Categories

Manage Events Checkpoints

Manage Agents

Check-IN/OUT Transactions

Financial Report

Manage Orders

Manage Push Notifications

Add-Ons

Settings

Logout

Manage Event Checkpoints

Select Your Event:

AI Conference

Arts Class

Books exhibition

Bruno Mars

Data Conference

Design Doha Biennale 2026

Family Day in Qatar

Master Class for Mobile Application Development

Qatar Airways Premier Padel Tour

Create New Checkpoint for Event

Checkpoint Name

Description

Create Checkpoint

Checkpoints for Selected Event

Show 10 checkpoints

Search checkpoints:

ID	Checkpoint Name	Description	Created At	Actions
3	North Gate	Next to main entrance	2025-03-25 00:42:18	
4	East Gate		2025-03-27 15:14:59	

Showing 1 to 2 of 2 checkpoints

First

Previous

1

Next

Last

Edit/Delete checkpoint

Manage checkpoints agents

Enter agent details

Edit/Delete and assign agent

Gate Pass Organizer

ORGANIZER PANEL

Dashboard

Manage Events

Manage Guests Categories

Manage Events Checkpoints

Manage Agents

Check-IN/OUT Transactions

Financial Report

Manage Orders

Manage Push Notifications

Add-Ons

Settings

Logout

Manage Agents

Create New Agent

Name

Email

Mobile

Password

Rating

3

Create

Your Agents

Show 10 agents

Search agents:

ID	Name	Email	Mobile	Rating	Created At	Assignment	Actions
1	Agent ONE	agent@gmail.com	5555555555	3	2025-03-17 23:57:04	Books exhibition (CP: Main Gate)	
1	Agent ONE	agent@gmail.com	5555555555	3	2025-03-17 23:57:04	AI Conference	
1	Agent ONE	agent@gmail.com	5555555555	3	2025-03-17 23:57:04	Family Day in Qatar	
2	Dhafer Agent	dhafer.b.arbia@ieee.org	773630066	3	2025-03-25 00:06:31		

Showing 1 to 4 of 4 agents

First

Previous

1

Next

Last

Manage check-in/out for your event

Choose event

Attendance numbers

Gate Pass Organizer

ORGANIZER PANEL

Dashboard

Manage Events

Manage Guests Categories

Manage Events Checkpoints

Manage Agents

Check-IN/OUT Transactions

Financial Report

Manage Orders

Manage Push Notifications

Add-Ons

Settings

Logout

Event Check-IN/OUT Transactions

Select Your Event:

AI Conference

Arts Class

Books exhibition

Bruno Mars

Data Conference

Design Doha Biennale 2026

Family Day in Qatar

Master Class for Mobile Application Development

Qatar Airways Premier Padel Tour

Total Paid Tickets

0

Attended

0

Inside Now

0

Attendance Rate

Transactions Over Time

Peak Time

Transactions List

Refresh

Search:

ID	Operation	Date & Time	Agent	Checkpoint	Attendee Name	Mobile
5	Check-in	2025-04-01 17:45:11	Agent ONE	N/A	N/A	N/A
6	Check-in	2025-04-01 17:45:53	Agent ONE	N/A	N/A	N/A
7	Check-in	2025-04-01 17:52:57	Agent ONE	N/A	N/A	N/A
17	Check-in	2025-04-02 17:24:13	Agent ONE	N/A	N/A	N/A
18	Check-out	2025-04-02 17:25:28	Agent ONE	N/A	N/A	N/A
19	Check-in	2025-04-02 17:28:01	Agent ONE	N/A	N/A	N/A
20	Check-out	2025-04-02 17:28:55	Agent ONE	N/A	N/A	N/A
21	Check-in	2025-04-02 17:34:41	Agent ONE	N/A	N/A	N/A
22	Check-out	2025-04-02 17:34:49	Agent ONE	N/A	N/A	N/A
27	Check-in	2025-04-06 21:55:33	Agent ONE	N/A	N/A	N/A

Showing 1 to 10 of 13 entries

1

2

Transactions list

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Financial report

Diagram illustrating the components of the Financial Report interface:

- Total amount
- Unpaid amount to the Organizer
- Paid amount to the Organizer
- Processing fees paid by end users
- Export orders
- Request money transfer

The screenshot displays the 'Financial Report' section of the 'Gate Pass Organizer' application. The interface includes a sidebar menu with options like Dashboard, Manage Events, and Financial Report. The main content area shows a table titled 'Your Events Financial Report' with columns for Event Name, Tickets Sold, Total Amount (QAR), Unpaid Amount (QAR), Paid Amount (QAR), Processing Fees (QAR), and Organizer Wallet (QAR). The table lists two events: 'Books exhibition' and 'Bruno Mars', along with a 'Total' row. The 'Total' row shows a total of 55 tickets sold, a total amount of 9,550.00 QAR, an unpaid amount of 4,000.00 QAR, a paid amount of 5,550.00 QAR, processing fees of 52.00 QAR, and an organizer wallet of 3,628.00 QAR. The 'Action' column for each event contains 'Request Wallet Dump' and 'Export Orders' buttons. Callouts from the diagram point to these specific elements: 'Total amount' points to the 'Total Amount (QAR)' column; 'Unpaid amount to the Organizer' points to the 'Unpaid Amount (QAR)' column; 'Paid amount to the Organizer' points to the 'Paid Amount (QAR)' column; 'Processing fees paid by end users' points to the 'Processing Fees (QAR)' column; 'Export orders' points to the 'Export Orders' button; and 'Request money transfer' points to the 'Request Wallet Dump' button.

Event Name	Tickets Sold	Total Amount (QAR)	Unpaid Amount (QAR)	Paid Amount (QAR)	Processing Fees (QAR)	Organizer Wallet (QAR)	Action
Books exhibition	45	5,550.00	0.00	5,550.00	38.00	-38.00	Request Wallet Dump Export Orders
Bruno Mars	10	4,000.00	4,000.00	0.00	14.00	3,666.00	Request Wallet Dump Export Orders
Total	55	9,550.00	4,000.00	5,550.00	52.00	3,628.00	

Showing 1 to 2 of 2 entries

Manage orders/tickets

Ticket #

Order # : One order can have multiple tickets

If the ticket has been transferred

Bank transaction_id

Whether gate pass paid that ticket amount to organizer or not

Gate Pass Organizer

ORGANIZER PANEL

Dashboard

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Manage Events Checkpoints

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Add-Ons

Settings

Logout

Select Your Event

AI Conference

Arts Class

Books exhibition

Bruno Mars

Data Conference

Design Doha Biennale 2026

Family Day in Qatar

Master Class for Mobile Application Development

Qatar Airways Premier Padel Tour

Export to Excel

Tickets for Event #29

Show 10 tickets

Search tickets:

	Ticket ID	Order ID	Current Owner	Mobile	Original Owner	Amount	Category	Created At	Order Status	Transaction ID	Paid to Organizer
<input type="checkbox"/>	54	86	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 200.00	PP20	2025-03-19 01:13:51	Paid	83F8B81632A3FFC0FA1D	Yes
<input type="checkbox"/>	53	85	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 0.00	Free entrance	2025-03-19 01:12:39	Paid	DC01FE916C9CBAA64453	Yes
<input type="checkbox"/>	52	84	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 200.00	PP20	2025-03-19 01:10:37	Paid	AA9779CFE2C59EAA35FD	Yes
<input type="checkbox"/>	51	83	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 200.00	PP20	2025-03-19 01:08:52	Paid	1A7490CEA69A5220480E	Yes
<input type="checkbox"/>	48	82	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 200.00	PP20	2025-03-19 01:03:50	Paid	C5B57A128ADA7B54C919	Yes
<input type="checkbox"/>	49	82	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 10.00	P	2025-03-19 01:03:50	Paid	C5B57A128ADA7B54C919	Yes
<input type="checkbox"/>	50	82	Dhafer Benar dhafer.benarbia@gmail.com	+97450004812		QAR 0.00	Free entrance	2025-03-19 01:03:50	Paid	C5B57A128ADA7B54C919	Yes

Manage push notifications to the mobile

Select event

Select tickets category

Enter text of the notification

Choose and image to appear

Agree & send

The screenshot shows a web interface for managing push notifications. The left sidebar contains a menu with items: Gate Pass Organizer, ORGANIZER PANEL, Dashboard, Manage Events, Manage Guests Categories, Manage Events Checkpoints, Manage Agents, Check-IN/OUT Transactions, Financial Report, Manage Orders, Manage Push Notifications, Add-Ons, Settings, and Logout. The main content area is titled 'Send Push Mobile Notification to Event Participants'. It includes a 'Select Running Event' dropdown (currently showing 'Design Doha Biennale 2026'), a 'Select Ticket Category' dropdown (currently showing 'All Categories'), a 'Notification Message' text area (placeholder: 'Enter your message'), an 'Upload Image' section with a 'Choose File' button and 'No file chosen' text, and a 'Schedule Date and Time (optional)' date-time picker. Below these is a checkbox for 'I agree to the Disclaimer' and a 'Send Notification' button. At the bottom, there is a 'Previously Sent Notifications' section with a table of sent notifications and a search bar.

Send Push Mobile Notification to Event Participants

Select Running Event

Design Doha Biennale 2026

Select Ticket Category

All Categories

Notification Message

Enter your message

Upload Image (PNG, JPEG, JPG, max size is 3MB)

Choose File No file chosen

Schedule Date and Time (optional)

mm/dd/yyyy --:-- --

☐ I agree to the [Disclaimer](#)

Send Notification


Previously Sent Notifications



Show 10 notifications


Search notifications:

ID	Event	Title	Message	Image	Recipients	Sent At
4	AI Conference	Gate Pass	This is a test notification message		2	2025-03-22 23:59:08


Get add-ons








 Gate Pass Organizer


ORGANIZER PANEL


 Dashboard


 Manage Events


 Manage Guests Categories


 Manage Events Checkpoints


 Manage Agents


 Check-IN/OUT Transactions


 Financial Report


 Manage Orders

 Manage Push Notifications

 Add-Ons

 Settings

 Logout



Add-On Services

Select an add-on service below to purchase it. Each add-on costs **500 QAR**. Once you choose an add-on, an order in pending status will be created, and then you'll be taken to the payment page in a new tab.

Available Add-Ons

Activated Add-Ons

AI Agent to answer calls

This add on will allow you to create a phone number as a support line, on which the users can call to get information about the event. Note that this add on will activate the service for you, but you need to customize with your own intents first.

Buy Add-On

Promote my Event

This add on will allow you to promote your event in the front events to be seen by the user on the home page. The event will remain there for 1 week. The cost of this service is 500 QAR.

Buy Add-On

Send Mobile App Notifications

This service will allow to send real-time notifications to all users which are linked to your event(s)

Buy Add-On



GATE PASS

ACCESS ANYWHERE

Thanks for using Gate Pass ME

Gate Pass ME
By



UNITED SYSTEMA

connecting knowledge

<https://gate-pass.me>
<https://united-systema.com>