



## Essential

**\$100**

per month / location

For companies looking to get up and running quickly with essential visitor management and return-to-workplace capabilities.

## Premium

**\$300**

per month / location

Our most popular plan. Recommended for companies with more complex visitor, employee, or contractor workflows seeking a fully integrated future-proof experience.

## Enterprise

For global, enterprise deployments. Our most comprehensive, all-inclusive offering.

## At a glance

Essential Premium Enterprise

### Highlights

Unlimited usage per location			
Unlimited employees, visitors, desk bookings, kiosks, and deliveries. Text messages/ SMS included.	✓	✓	✓
Employee and desk booking			
Schedules, health questionnaires, occupancy limits, desk booking, touchless check-in, contact tracing.	✓	✓	✓
Visitor flows			
Invitations (via dashboard and calendar), gather information in advance, custom fields, QR codes, photos, legal document signing, touchless check-in, visitor screens available in 33+ languages, badge printing, notifications (email, text message, Slack, Microsoft Teams...).	✓	✓	✓
Powerful dashboard for front desk, security, and admin staff			
Dedicated logbooks for visitors, employees, and deliveries. Emergency features. User list upload, user rights, multi-location settings, exports, and reporting.	✓	✓	✓
Unique smart flows for employees and visitors			
Create tailored smart flows for employees and visitors, using custom screens populated with text, imagery, videos and questionnaires, which adapt based on answers received.		✓	✓
Advanced security, safety, and privacy			
Visit approval, automatic ID verification using facial recognition, internal and external watchlists, temperature scanning, custom data deletion.		✓	✓
Premium integrations			
SSO and User provisioning, Outlook Add-in, Access Control Systems (open doors and call elevators with automated, personal, and time-restricted credentials), Wi-Fi (automatically receive personal and time-restricted credentials upon check-in).		✓	✓
Customer Success			
International, industry leading support via multiple channels, comprehensive online Help Center, and Academy.	✓	✓	✓
Enterprise services			
Tailored success packs. Deploy to 100s of locations in a few weeks.	✓	✓	✓

Custom terms			
Customizable legal terms, customizable SLAs for support, RFP completion and support.			✓

## All features

### Usage

Unlimited visitors and contractors	✓	✓	✓
<a href="#">Unlimited employees</a>	✓	✓	✓
Unlimited hosts	✓	✓	✓
Unlimited desk bookings	✓	✓	✓
Unlimited deliveries	✓	✓	✓
Unlimited kiosks supported			
Companies with more than 500 visitors per month typically have more than 1 iPad in their lobby. Proxyclick does not charge extra per iPad.	✓	✓	✓
Unlimited SMS/ text messages			
Depending on your flows, a check-in can generate more than 1 text message. For example, a text reminder to the visitor, a host notification, watchlist alerts or a mass text for evacuation. Proxyclick does not charge per text.	✓	✓	✓

### Employee booking and check-ins

Proxyclick Proovr: All in one app for employees			
Proxyclick Proovr App, employees book a date and a desk, check in and out, receive guidelines, answer health/security questionnaires, and cancel bookings.	✓	✓	✓
Check in using the Dashboard (without app)			
Front desk staff can check in employees who do not have the app using Proxyclick's Dashboard.	✓	✓	✓
Control who can book			
Only employees that are part of your directory can book and check in to their workplace. Automatic user provisioning available in Premium.	✓	✓	✓
Share guidelines using text, images, and videos			
Workplace guidelines and other relevant information can be shared with your employees.		✓	✓
<a href="#">Book desks</a>			
Your employees can book a desk in your workplace.	✓	✓	✓
Ask questions			
Customizable questionnaire for your employees (can be different to the visitor questionnaire).	✓	✓	✓
Deny access based on custom rules			
Deny access to employees based on their answers to the questionnaire, their temperature readings, or if occupancy limits have been reached.		✓	✓
<a href="#">Open doors using app</a>			
Compatible with leading access control systems. Additional fees apply for Premium accounts.		✓	✓
Personalize messaging			
Tailor the language used in your employee flow.	✓	✓	✓
Protect sensitive data			
Employees' replies to the questionnaire are not visible to front desk staff. Only administrators with strict access rights can view this data in exports.	✓	✓	✓
View and manage bookings			
See who is expected on what day, and manage bookings as needed.	✓	✓	✓

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### Customize booking rules

Tailor your employee bookings to match your company guidelines. For example, define the number of days in advance they can book, or when they have to complete a questionnaire.

✓ ✓ ✓

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### Capture onsite presence

Employees can check-in instantly using an iPad, GPS coordinates, access control system (Premium and Enterprise) or temperature scanner (Premium and Enterprise).

✓ ✓ ✓

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### Contact tracing

Instantly contact everyone who was in contact with an individual within a set time frame.

✓ ✓ ✓

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## Employee desk booking

### [Divide your workplace](#)

Divide your workplace into spaces and allocate a set desk capacity to each space.

✓ ✓ ✓

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### Flexible workplace capacity management

Set capacity limits for your workplace as a whole, as well as for individual spaces.

✓ ✓ ✓

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### Book a desk in advance

Employees can book desks in advance using the Proxyclick Proovr app.

✓ ✓ ✓

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### View workplace floorplan

Give employees a visual of where they are booking a desk.

✓ ✓ ✓

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### View occupancy per space

Visitors receive a check-in confirmation with a customizable message.

✓ ✓ ✓

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### See who sits where

Employees can see where their colleagues are sitting when booking.

✓ ✓ ✓

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### Part of your employee flow

Desk booking works with your questionnaires, guideline sharing, and other features.

✓ ✓ ✓

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### Desk booking privacy

For added privacy you can hide employees names from the booking overview screen.

✓ ✓ ✓

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## Visitor experience

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### Receive custom instructions and reminders before visit

Send customized invitations and reminders (email, text) to your visitors about upcoming meetings, meeting location, date and time, custom instructions and the QR code.

✓ ✓ ✓

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### Answer questions ahead of arrival

See latest instructions, sign legal documents, or complete questionnaires. These can be different to the kiosk flow in the lobby.

✓ ✓ ✓

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### Touchless check-in for returning and expected visitors

Autofill information, while respecting strict privacy regulations.

✓ ✓ ✓

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### Touchless registration for unexpected visitors

Use a smartphone based check-in flow for unexpected visitors.

✓ ✓ ✓

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### Select from 33+ languages

<p>Visitors can choose between 33+ languages when interacting with Proxyclick on the kiosk. Default translations are provided and editable. Languages include: Arabic, Bulgarian, Chinese, Chinese (Taiwan), Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Italian, Japanese, Korean, Lithuanian, Latvian, Norwegian, Polish, Portuguese, Romanian, Russian, Slovak, Slovenian, Serbian, Spanish, Swedish, Thai, Turkish, and Ukrainian.</p>	✓	✓	✓
<p><b>Check in using the kiosk</b></p> <p>Visitors who do not have access to a smartphone can check in using the kiosk.</p>	✓	✓	✓
<p><a href="#">Open doors with QR codes</a></p> <p>Compatible with leading access control systems. Additional fees apply for Premium.</p>		✓	✓
<p><b>Receive personal, time-restricted WiFi credentials</b></p> <p>Compatible with most systems that have RADIUS functionality. More details in the "Integrations" section below. Additional fees apply for Premium accounts.</p>		✓	✓
<p><b>Receive custom information by email on check-in</b></p> <p>Visitors can receive custom information such as host contact details or visit instructions, following check-in.</p>	✓	✓	✓
<p><b>Visitors not linked to a host are flagged to a default recipient</b></p> <p>In a situation where a visitor does not select a host, a default recipient is notified.</p>	✓	✓	✓
<p><b>Contractor experience</b></p>			
<p><b>Personalized safety training</b></p> <p>Onsite or remote training, delivered in text, image or video.</p>		✓	✓
<p><a href="#">Open doors using QR codes</a></p> <p>Conditional on answers to the questionnaire, documentation being in order, and other custom criteria.</p>		✓	✓
<p><b>Time limited QR code</b></p> <p>Grant entry for a set length of time.</p>		✓	✓
<p><b>Upload and store documentation and pictures</b></p> <p>Ability to upload both documents, or pictures within the Dashboard.</p>	✓	✓	✓
<p><b>Host experience</b></p>			
<p><b>Easily pre-register visitors</b></p> <p>Select visitors and invite them to any location.</p>	✓	✓	✓
<p><b>Easily pre-register groups of visitors</b></p> <p>Upload Excel (XLS) files, and re-use groups of up to 300 visitors.</p>	✓	✓	✓
<p><b>Leverage global address book for quick re-entry</b></p>	✓	✓	✓
<p><b>Create and manage personal address book</b></p>		✓	✓
<p><b>Pre-register visitors directly from any calendar</b></p> <p>No need to log into Proxyclick to pre-register visitors. Simply invite meetings@proxyclick.com is enough. Works with Google Calendar.</p>	✓	✓	✓
<p><b>Pre-register visitors via Microsoft Outlook</b></p> <p>Hosts benefit from full dashboard capabilities as part of this integration. Including, visits to authorized locations, enforcing location-specific flows, creating individual visitors or groups, recurring visits, and submitting requests for approval.</p>		✓	✓
<p><b>Receive check-in notifications</b></p>			

Hosts can receive notifications through their preferred channels, including SMS/ text message, email, Slack, Microsoft Teams). Notifications can include information collected during registration or the entrance the visitor used.

✓ ✓ ✓

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### Notify front desk of status

Hosts can notify front desk staff of their status. For example, on the way, or running late.

✓ ✓ ✓

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### Customize who receives notifications

Hosts and assistants are notified by default. Hosts can add other back-up recipients as needed.

✓ ✓ ✓

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### Receive notifications if visitors are denied entry before a visit

Hosts are notified if a visitor is denied entry based on their responses to the remote registration flow.

✓ ✓

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### Receive check out notifications

Hosts are notified when visitors check out.

✓ ✓

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## Assistant Experience

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### Create visitors for hosts

✓ ✓ ✓

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### Receive notifications

Assistants can receive notifications through their preferred channels, including SMS/ text message, email, Slack, Microsoft Teams. Notifications can include information collected during registration or the entrance the visitor used.

✓ ✓ ✓

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### [Automatically create visits in Proxyclick when booking meeting rooms](#)

Via integration with meeting room management software, such as such as Condeco, Smartspace Global, and Smartway2.

✓ ✓

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## Receptionists and security personnel experience

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### Monitor visitor and employee check-ins and deliveries in real-time

The Dashboard displays check in, check out of visitors and employees, as well as delivery and host information.

✓ ✓ ✓

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### Dashboard available in 8 languages

The Dashboard determines your company's default language for visitor and user notifications and is available in 8 languages: Chinese, Dutch, English, French, German, Italian, Japanese, and Spanish.

✓ ✓ ✓

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### Manage large groups of visitors

Use bulk commands to manage large groups. For example, 1-click commands to pre-print badges, or mark a group as checked-in.

✓ ✓ ✓

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### Manage deliveries

The Dashboard lets you notify multiple recipients, send reminders for unpicked deliveries, track delivery status, notify employees of incoming deliveries if couriers do not use the delivery button on the kiosk. See "Deliveries" section below for more.

✓ ✓ ✓

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### Leverage global address book

Visitor profiles can be used by different users via the shared address book. Access is granted through strict permission controls.

✓ ✓

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### Customize logbooks

Customize and filter columns to highlight key information.

✓ ✓ ✓

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### Perform any operation from the Dashboard

If needed, you can rely on the Dashboard to edit, delete visits, change status, print badges, and take photos.

✓ ✓ ✓

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## Global admin experience

Manage and copy settings across locations globally

Copy all settings, or specific settings from one location to one or more locations.	✓	✓	✓
<b>Manage user provisioning globally</b>			
Automatically provision all users globally. Allocate users per location based on groupings from your directory.		✓	✓
<b>Advanced analytics</b>			
Group locations (for example, by region) and aggregate key data in global reports, and run global exports.	✓	✓	✓
<b>Get insights from pre-built graphs</b>			
Track building occupancy, peak times, adherence to pre-registration policy.	✓	✓	✓
<b>Advanced security and safety</b>			
<b>Create custom fields and questions</b>			
Customization through different types of fields (for example, list, text, date, yes/no) and different options (show/hide on kiosk/dashboard, store in visitor profile vs. reset at every visit, make mandatory).	✓	✓	✓
<b>Require internal approval before sending invitations to visitors</b>			
Authorized teams can approve or reject requests from a dedicated dashboard.		✓	✓
<b>Mandatory pre-registration</b>			
Unexpected visitors cannot be processed via the kiosk and are redirected to the reception team to check in.		✓	✓
<b>Screen visitors against internal watchlists</b>			
Alert specified users when a visitor matches a record in an internal watchlist. A standard matching algorithm triggers a notification (text message/ SMS, email, Dashboard) if a visitor's details are identical or similar to your watchlists.		✓	✓
<b>Screen visitors against third-party restricted parties lists</b>			
Screen against 100s of up-to-date restricted parties lists, denied trade lists, and sanctioned parties lists from government authorities and multinational bodies across six continents.		✓	✓
<b>Mandatory, manual check at entry</b>			
Visitor arrives and is given "On-site" status to indicate they have not checked in, and triggers additional security checks before notifying host.		✓	✓
<b>Issue unique QR codes</b>			
Unique QR codes can be shared via invitation and reminder emails, stored on smart phone and printed on badges. They can be scanned on kiosks at the front desk, or on turnstiles/ readers (available in Premium).	✓	✓	✓
<b>Only issue QR codes to visitors who comply with pre-registration criteria</b>			
QR codes are issued once a visitor completes pre-registration in accordance with set conditions. For example, completing a questionnaire, or signing a document.		✓	✓
<b>Sign legal documents</b>			
Ask visitors to sign legal documents (NDAs, Safety guidelines, privacy notice...) on the kiosk, on their smart phones at check-in, or in advance. Visitors can be asked to re-sign after a set period, and documents are stored in PDF format in Proxyclick.	✓	✓	✓
<b>Customize legal documents based on visitor types</b>			
Provide customized documents for signature, depending on the visitor type.		✓	✓
<b>Store signed documents in the cloud</b>			
Automatically upload signed agreements outside of Proxylick into: Box, Dropbox, Egnyte, Google Drive, or OneDrive.		✓	✓

<b>Capture visitor photos</b>			
Capture visitor photos on kiosk on arrival or pre arrival. Print these photos on badges and include in notifications for easier visual identification.	✓	✓	✓
<b>Unique smart flows for employees and visitors</b>			
Create tailored smart flows for employees and visitors, using custom screens populated with text, imagery, videos, and questionnaires, which adapt based on answers received. Works on flows on the kiosk, and smart phones. Can be used prior to arrival, or during check-in.		✓	✓
<b>Verify identity against Identification Documents</b>			
Scan visitor name from their identification document and verify identity through facial recognition. Entirely self-service from the kiosk. No manual intervention from front desk staff required (up to 500 matches per month in Premium).		✓	✓
<b>Integrate with your access control systems</b>			
Multiple advanced security options available. including automatically provision temporary and area-restricted physical access based on registration data (e.g. answers to questions) and workflow (e.g. only after internal approval), trace visitor movements, enforce double badging by escort. Compatible with leading access control systems. Additional fee for Premium accounts.		✓	✓
<b><a href="#">Temperature scanning for both employees and visitors</a></b>			
Touchless temperature scanner at front desk to take the temperature of incoming employees and unexpected visitors. Check-in can be conditional on an individuals temperature.		✓	✓
<b>Export employee and visitor logs</b>			
Pull data into Excel (XLS) format.	✓	✓	✓
<b>Audit trail for historical visitor data</b>			
Includes time stamps of all changes, including who changed the value of any field and when.		✓	✓
<b>Generate Emergency lists</b>			
Available for employees and visitors.	✓	✓	✓
<b>Ensure accurate data for Emergency list</b>			
Multiple check-out options available, including via the kiosk, the Dashboard, custom rules, and geolocation-based, reminders to hosts, or through the access control integration (the last two available in Premium).	✓	✓	✓
<b>Collaborate on roll calls during emergencies</b>			
	✓	✓	✓
<b>Daily summaries of exceptions</b>			
Exceptions include no-show visitors, visitors that did not check-out, or hosts missing from the directory.		✓	✓
<b>Offline mode for the kiosk</b>			
In case of a loss of connection, employees and visitors are stored on the kiosk and synchronized with your account when the connection is re-established.	✓	✓	✓
<b>Emergency mass text message/ SMS notification</b>			
Send text messages/ SMS to all visitors on-site as a single, bulk command.	✓	✓	✓
<b>Privacy and compliance (GDPR, CCPA...)</b>			
<b>Obtain consent</b>			
Use custom fields to screen and present legal documents to visitors to ask for consent.	✓	✓	✓
<b>Bulk data deletion</b>			
Manually delete visit data in bulk.	✓	✓	✓
<b>Automatic deletion</b>			

Automatically delete visit data following a custom period of time. This period can be set per location.	✓	✓	✓
<b>Hide employee answers</b>			
Employees' replies to the health questionnaire are not visible to front desk staff. Only administrators with strict access rights can view this data in exports.	✓	✓	✓
<b>Hide personal contact info from kiosk</b>			
Phone number and email addresses of returning visitors are hidden (obfuscation). Dropdown showing returning visitors can be fully hidden.	✓	✓	✓
<b>Hide names on kiosk</b>			
Names of returning visitors and hosts can be hidden.		✓	✓
<b>Hide address book to Dashboard users</b>			
Employee and visitor address book can be hidden to specified users.		✓	✓
<b>Badge printing</b>			
<b>Print from anywhere</b>			
Print visitor badges directly from the kiosk or Dashboard.	✓	✓	✓
<b>Print on any printer</b>			
Proxyclick supports most printers (AirPrint and non-AirPrint), and options such as black and white paper badges, color badges, plastic badges, or self-expiry badges.	✓	✓	✓
<b>Select from 6 customizable templates</b>	✓	✓	✓
<b>Secure your premises with custom badges</b>			
Reinforce security and mirror your brand with a wide range of customization options, including custom fields, visitor or host information, your logo, badge size, background colors, font, theme, text, imagery, visitor photos, and pre-designed icons.		✓	✓
<b>Conditional Printing</b>			
Set your own parameters for when to and not to print badges.		✓	✓
<b>Custom layouts per visitor type</b>			
Only show the information that matters based on the visitor type and remove what is not needed.		✓	✓
<b>Deliveries</b>			
<b>Notify employees from the kiosk</b>			
The delivery person can notify the relevant employee directly from the kiosk.	✓	✓	✓
<b>Notify employees from the Dashboard</b>			
Use a short form to notify employees from the Dashboard. Can also notify multiple employees at once in case of multiple deliveries and include short comments.	✓	✓	✓
<b>Keep track of deliveries</b>			
Dedicated logbook to search and manage deliveries.	✓	✓	✓
<b>Send reminders</b>			
Send reminders to relevant employees regarding their unattended deliveries.	✓	✓	✓
<b>User Provisioning and User rights</b>			
<b>Upload list of employees</b>	✓	✓	✓
<b>User Provisioning (UP)</b>			
Real-time synchronization of the user list from your directory to your locations.		✓	✓
<b>User rights</b>			

Control what users can do by provisioning them to specific groups. Each group can contain up to 25 rights. Rights can be set up for single or multiple locations across the globe. ✓ ✓ ✓

### Single Sign On (SSO)

Securely sign in through your preferred integration. ✓ ✓

## Integrations

### API

Receive access to Proxyclick's API in order to build your own integration. ✓ ✓ ✓

### Webhooks

Feed your systems with Proxyclick notifications. ✓ ✓ ✓

### Messaging platforms

Slack and MS Teams available in all plans. Skype for Business and Webex available in Premium and Enterprise. ✓ ✓ ✓

### Generic calendar

Pre-register visitors directly from any calendar (incl. Google Calendar). Simply include "meetings@proxyclick.com" in the invitation. ✓ ✓ ✓

### Outlook Add-in

Pre-register visitors via our Outlook add-in. ✓ ✓

### File Storage

Store legal documents in OneDrive, Dropbox, Egnyte, Box and Google Drive. ✓ ✓

### User Provisioning (UP)

Synchronize users with Azure AD, G Suite, LDAP, Okta, OneLogin, SCIM. ✓ ✓

### Single Sign On (SSO)

Provide Single Sign On through Azure AD, Microsoft AD FS, G Suite, Generic SAML, Okta, OneLogin. ✓ ✓

### Access control systems

Proxyclick works with the following systems for visitor and employee door access: Brivo On Air / Access, CEM AC2000, Genea, Genetec, Lenel OnGuard, Nedap AEOS, Openpath, Paxton Net2, S2 Netbox, C-Cure 9000. Additional charges apply in Premium accounts. ✓ ✓

### Salesforce Integration

Every visitor who checks-in on Proxyclick displayed in Salesforce as an event. ✓ ✓

### Wi-Fi credentials

Automatically send personal and time-restricted Wi-Fi credentials to visitors. Compatible with Aerohive, Aruba, Cisco ISE, Cisco WLC, Fortigate, Meraki, pfSense, and Ubiquiti. Additional fees apply for Premium accounts. ✓ ✓

### Third party restricted lists

Integrate with Visual Compliance and screen against 100s of up-to-date restricted parties' lists, denied trade lists, and sanctioned parties lists from government authorities and multinational bodies across six continents. ✓ ✓

### Meeting room management

Automatically create visits in Proxyclick when booking meeting rooms for visitors in Condeco. ✓ ✓

## Support, Customer Success and Enterprise Services

### Help Center

A comprehensive online Help Center containing detailed "How to" guides, and Frequently Asked Questions (FAQs). ✓ ✓ ✓

### Online academy

A learning hub of 'How to' videos to ensure you get the most out of Proxyclick. ✓ ✓ ✓

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### Industry-leading online support

An international team of subject matter experts with industry-leading response times. ✓ ✓ ✓

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## Success Packs

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### Starter Pack (1,350 EUR/GBP; 1,700 USD)

Dedicated Customer Success Manager: 5 hours of virtual sessions. Step-by-step guidance for up to 3 locations. Expanded self-service for more than 3 locations. Marketplace integrations support: Calendar, Wi-Fi, User Provisioning, Single Sign-On, notifications, desk booking, and meeting room management. Priority support for 3 months: replies within 10 minutes via chat. ✓ ✓ ✓

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### Growth Pack (2,500 EUR/GBP; 3,000 USD)

Dedicated Customer Success Manager: 10 hours of virtual sessions. Step-by-step guidance to streamline your process across different locations or regions. Marketplace integrations support: Calendar, Wi-Fi, User Provisioning, Single Sign-On, notifications, desk booking, and meeting room management. Fast-track deployment checklist: global architecture design and Hypercare. ✓ ✓

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### Enterprise Pack (Contact us for price)

Dedicated Project Manager: Custom project overview and timeline. Step-by-step guidance to streamline your process across different locations or regions (eg deployment across 100s of locations in a few weeks) Marketplace integrations support: Calendar, Wi-Fi, User Provisioning, Single Sign-On, notifications, desk booking, and meeting room management. Fast-track deployment checklist: global architecture design and Hypercare. Dedicated Relationship Manager: assigned after go-live. ✓

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## Enterprise

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Customizable legal terms or MSA ✓

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Request for Proposal (RFP) completion and support ✓

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Non-standard security questionnaire ✓

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Customizable Service-level agreement (SLA) for support ✓

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For more information, check [proxyclick.com](https://proxyclick.com) or get in touch at [sales@proxyclick.com](mailto:sales@proxyclick.com)