

Add Discount Codes to Tickets

Last Modified on 04/29/2022 10:53 pm EDT

Single or Multiple discount codes can be added to a created ticket. Discount codes can be added to existing ticket types or included at the time of creation.

Visit [Create an Event Ticket](#) to learn more.

Single Discount Code

Set up a Single Code

1. Add the discount code and price in the Discount Code Section.
2. Select Save.

Add Multiple Discount Codes

Add multiple discount codes to allow various purchasers to purchase their tickets at the correct amount.

Set up Multiple Codes

1. Add the discount code and price in the Discount Code Section.
2. Click +Additional Discounts for each needed.
3. Add the discount code and price for each.
4. Select Save.

The screenshot displays the GiveSmart dashboard for 'GiveSmart by Community Brands'. The navigation bar includes: DASHBOARD, SETTINGS, USERS, TICKETS, ITEMS, DISPLAYS, MESSAGES, ADS, REPORTS, HELP, and ANNE #201. The dashboard is divided into several sections:

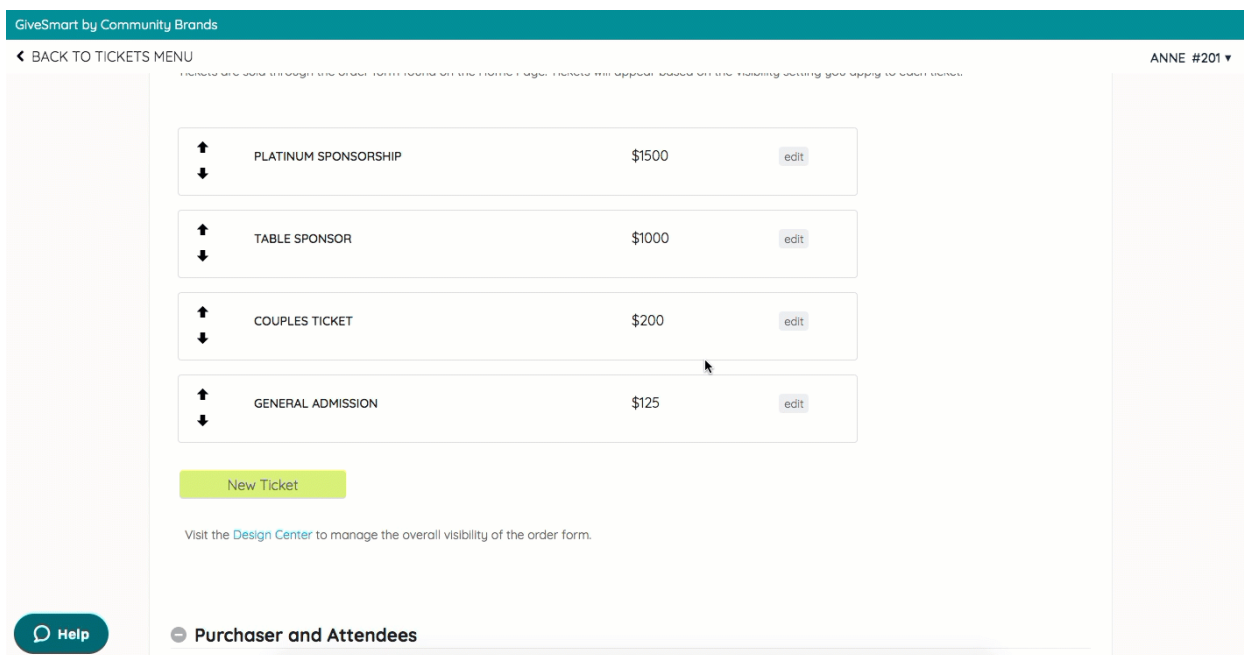
- SITE:** Website URL: producttraining.givesmart.com (with a Share button), SMS: text producttraining to 52182, Site Status: Live, Site ID: 52827. A link to the Design Center is provided.
- USERS:** 5 CHECKED IN, 45 TOTAL USERS. A table lists user types: Campaign Assistant (0/0), Campaign Admin (0/2), GiveSmart (0/26), Volunteer (0/0), Donor (5/17). A SETTINGS link is present.
- ITEMS:** 63 TOTAL ITEMS, 50 ITEMS - NO ACTIVITY. A table lists item types: Auction Items (35), Instant Items (10), Live Items (5), Donation Items (7), Vote Items (5), Raffle Tickets (1). A SETTINGS link is present.
- PAYMENTS:** \$5,326.00 PAYMENTS, \$615.00 UNPAID. A table shows payment methods: Cash (\$4,276.00), Check (\$1,000.00), Credit (\$50.00), and a total of \$0.00.
- TICKETS:** 18 ATTENDEES, 8 ASSIGNED. A table lists ticket types: PLATINUM SPONSORSHIP (Price: \$1,500.00, Sold: 1/10, Status: On Sale), TABLE SPONSOR (Price: \$1,000.00, Sold: 1/40, Status: On Sale), COUPLES TICKET (Price: \$200.00, Sold: 2/100, Status: On Sale).
- REVENUE:** A table lists revenue sources: Auction Items (\$285.00), Instant Items (\$140.00), Raffle Tickets (\$20.00), Vote Items (\$6.00), Tickets (\$5,275.00), and Donations (\$2,500.00).

Discount Code Shared by Two or More Ticket Types.

Set up shared discount codes for various amounts per ticket. For example, if employees receive a 50% discount, set the code and price to reflect 50% off on all offered types.

Two or More Ticket with a Shared Code

1. Add the discount code and price in the Discount Code Section.
2. Select Save.
3. Follow steps for each ticket type offered with the discount opportunity.



The screenshot shows the 'Purchaser and Attendees' section of the GiveSmart interface. At the top, there is a teal header with 'GiveSmart by Community Brands' and a user profile 'ANNE #201'. Below the header, there is a navigation bar with 'BACK TO TICKETS MENU'. The main content area displays a list of ticket types, each with an up/down arrow, the ticket name, the price, and an 'edit' button. The ticket types are: PLATINUM SPONSORSHIP (\$1500), TABLE SPONSOR (\$1000), COUPLES TICKET (\$200), and GENERAL ADMISSION (\$125). Below the list, there is a 'New Ticket' button and a link to the 'Design Center'.

Ticket Type	Price	Action
PLATINUM SPONSORSHIP	\$1500	edit
TABLE SPONSOR	\$1000	edit
COUPLES TICKET	\$200	edit
GENERAL ADMISSION	\$125	edit

Limited Time Discount

Add a discount code for a limited amount of time. The discounted ticket will be automatically hidden once the set time ends. Create a second, non-discounted ticket, to automatically open once the first is hidden.

Limited Time Discount Code

First Ticket with a Discount Code

1. Add the Sale Start Date/Time or leave as Now.
2. Add the Sale End Date/Time.
 - o Tickets will automatically hide in the Order Form at the set date/time.
3. Add the discount code and price in the Discount Code Section.
4. Select Save.

Second Ticket without a Discount Code

1. Add the Sale Start Date/Time to begin at the End Date/Time.
 - o Tickets will automatically show in the Order Form at the set date/time.

2. Add the Sale End Date/Time or leave as Never.
3. Leave Discount Code blank.
4. Select Save.

GiveSmart by Community Brands

← BACK TO TICKETS MENU ANNE #201 ▾

↑ ↓	COUPLES TICKET	\$200	edit
↑ ↓	GENERAL ADMISSION	\$125	edit
↑ ↓	Sponsorship	\$1000	edit

[New Ticket](#)

Visit the [Design Center](#) to manage the overall visibility of the order form.

⊖ **Purchaser and Attendees**

<https://e.givesmart.com/s/iE7YJz/e/dK3/a/tickets/settings/#>

Visit [Purchasing a Ticket](#) to see the guest's experience.