ClubRunner

Custom Email Message

Robin N. - 2023-02-22 - MyEventRunner

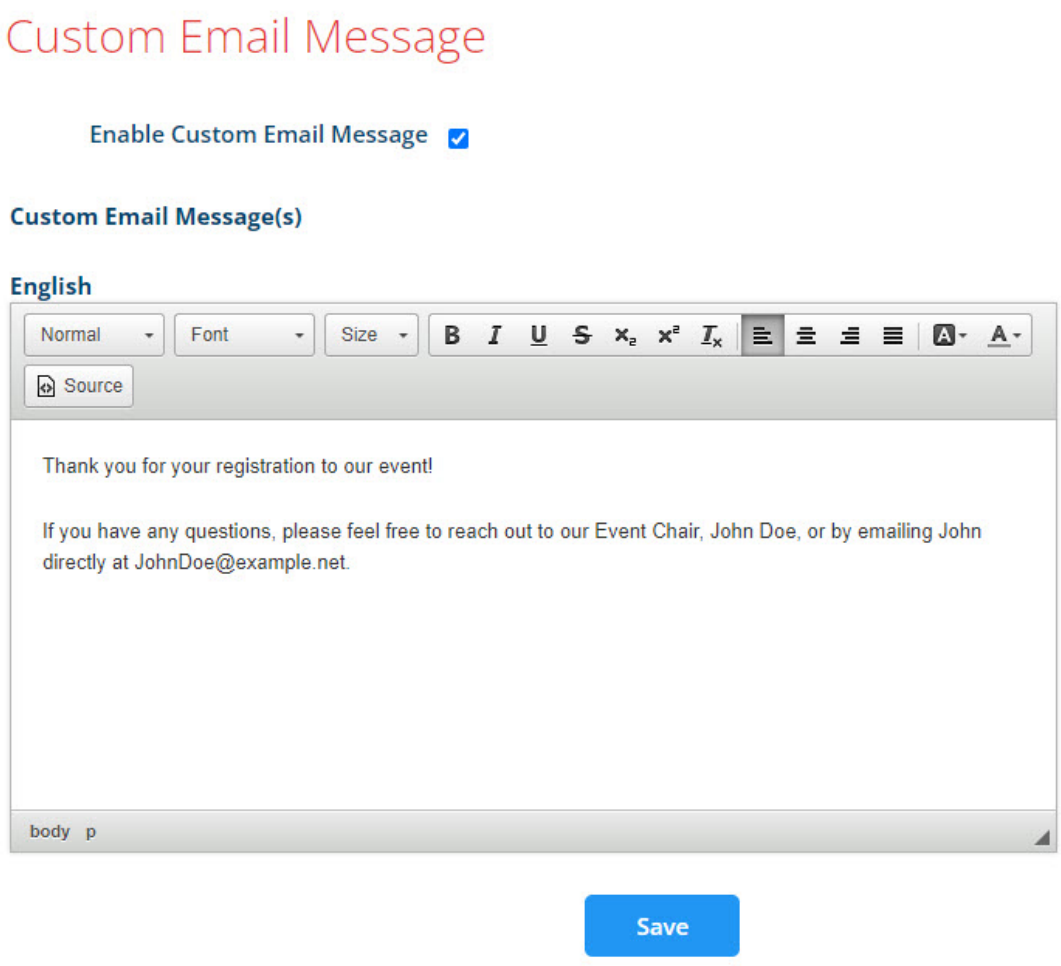
Custom Email Message

The custom email message service in MyEventRunner lets you input additional information into the MyEventRunner Confirmation Emails. These confirmation emails get sent to all registrants of an event after they complete their registration.

Note

Mail Merge Fields are not supported in the Custom Email Message text.

Example of a Custom Message



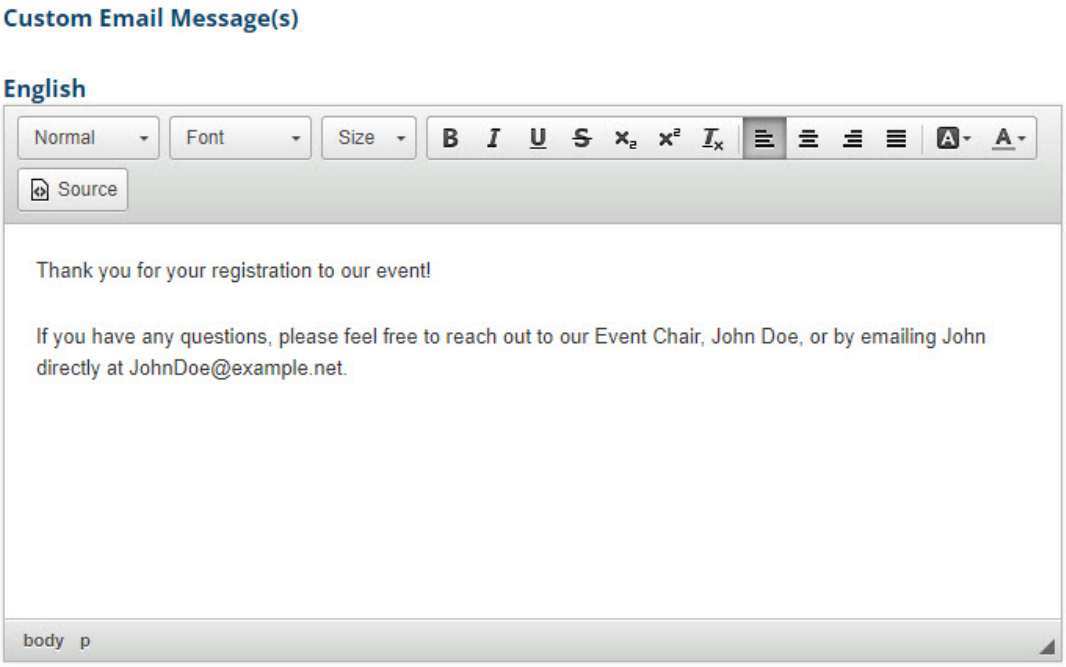
Enable Custom Email Message

If this option is checked, the MyEventRunner registration confirmation emails will include the information in the textbox at the end of the confirmation email.



Custom Email Message

Input any additional information in this section, this will be appended to the end of the confirmation email. If your event has more than one language enabled, you will have a custom message for each language.



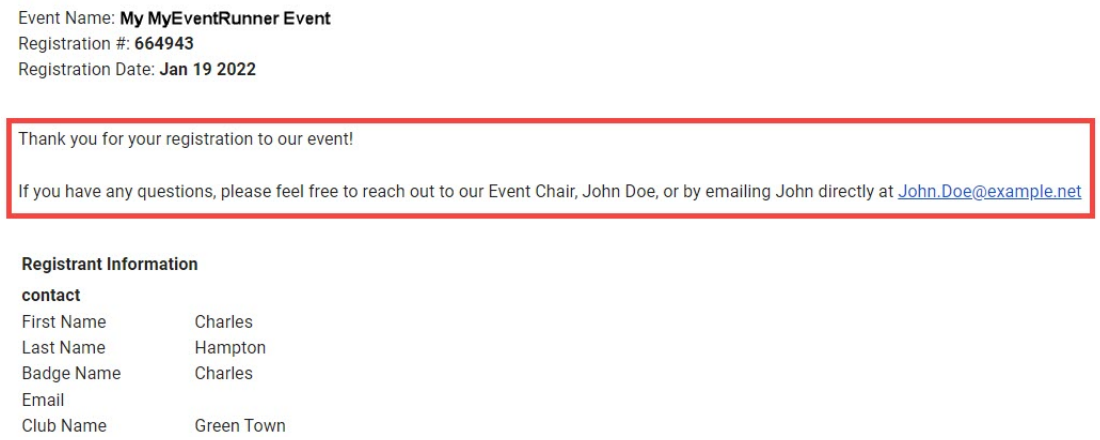
Save the Message

Click the blue Save button to save the Custom Email Message text. All future registration confirmation emails will include the text in the Custom Email Message textbox.



Review the Custom Message

After saving the Custom Email Message, new registration confirmation emails will include the custom email message just below the registration number and registration date.



Event Name: **My MyEventRunner Event**
Registration #: **664943**
Registration Date: **Jan 19 2022**

Thank you for your registration to our event!

If you have any questions, please feel free to reach out to our Event Chair, John Doe, or by emailing John directly at John.Doe@example.net

Registrant Information

contact

First Name	Charles
Last Name	Hampton
Badge Name	Charles
Email	
Club Name	Green Town