

ClubRunner

Help Articles > MyEventRunner > Form Designer > How do I add an add-on?

How do I add an add-on?

Omar S. - 2021-04-21 - Form Designer

To add an add-on, please follow these steps:

1. Login to the club's **Member Area**.
2. In the Member Area, click **Events** in the top blue bar.
3. In the grey bar below, click **MyEventRunner**.
4. On the list of MyEventRunner events, click the title of the event or the **Open** link on the right-side of the screen.
5. Click on the **Add-Ons** link under **Form Designer**, on the left hand side of the screen.

Form Designer

[Header](#)

[Attendee Groups](#)

[Time Ranges](#)

[Promo Codes](#)

[Packages](#)

[Add-ons](#)

[Questionnaire](#)

[Standard Questionnaire](#)

[Payment](#)

6. Click on the **Add New AddOn** button in the top right.

Event AddOn Designer

Add New Add-on						
Optional Add-ons	Description	Limit Per Person	Quantity Left	Code	Actions	
<input type="checkbox"/>	Children 8-18 years old	no limit	no limit		 	
<input type="checkbox"/>	Golf Tournament - Sunday afternoon	no limit	no limit		 	
<input type="checkbox"/>	DVD	no limit	no limit		 	

7. Enter in the **add-on description** along with pricing information.

Name

en-ca:

Description

en-ca:

B **I** **U** **~~S~~** ***I*_x** **A**

Font

Size

Source

Code

Set PST/State Tax

☐ %

Set GST/Fed Tax

☐ %

Max Registration Allowed

Leave blank for no limit

Quantity Limit Per Person

Leave blank for no limit

	Before Apr 22, 2021	After Apr 23, 2021
Members and Spouses	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="0.00"/>
Children	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="0.00"/>
Club Presidents	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="0.00"/>
Enabled?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Save

Cancel

8. Click the **Save** button.