ClubRunner

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How do I add packages?

Omar S. - 2021-04-08 - MyEventRunner

To add a package, please follow these steps:

1. Click on **Packages** under the **Form Designer** section.

Form Designer

Header

Attendee Groups

Time Ranges

Promo Codes

Packages

Add-ons

Questionnaire

Standard Questionnaire

Payment

2. Click on the **Add New Package** button in the top right corner.

Event Package Designer

Note - Only 1 Package can be selected per Registration.

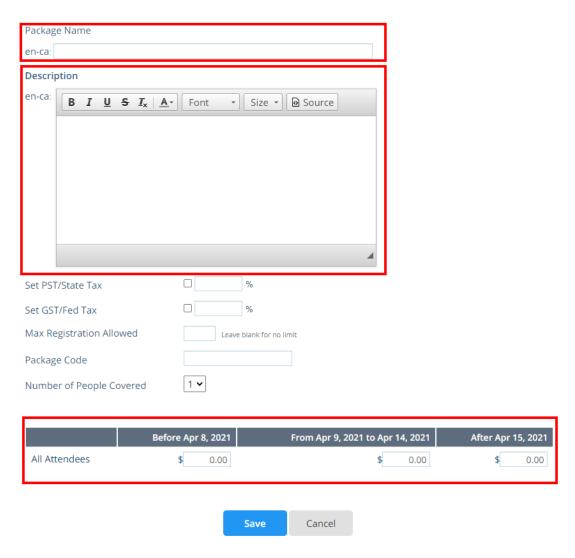
Add New Package

Registration Packages

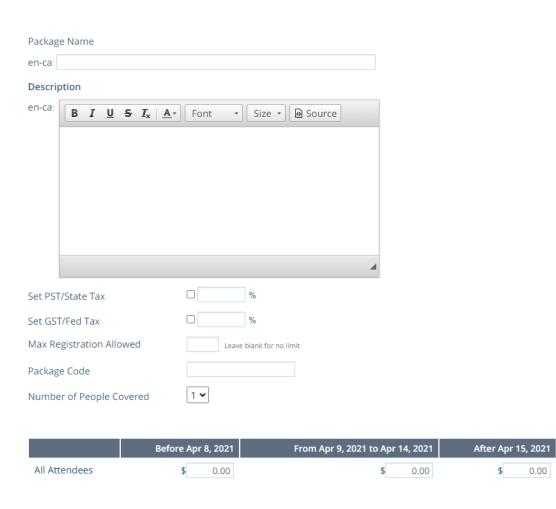
Quantity Left

Number of People Covered Actions

3. Enter in a **package name** and **description** along with **pricing** information.



4. Click the **Save** button when complete.



Save

Cancel