

Creating ticketed events

1. Go to the home screen and select the “plus” (+) button next to “Ticketed Events.”
2. Fill out the information like you would for any Action Network form as outlined in previous videos.

Edit Ticketed Event:

?

This Event Has An **End Time** This Event Has No **Physical Location**

?

 ?

 ?

?

 **ADD BANNER IMAGE (OPTIONAL)**

HTML Format B / S Lists Image Video Table Link Line ?

TICKETED EVENT DESCRIPTION *

Test

3. Fill out the ticket types. Ignore the USD code, this will change to CAD once you input payment information. You can create multiple types of tickets and set the amount for each one. You can also set a limit on the number of tickets available.

4. You will be prompted to create a Stripe account if you haven't done so. Select CAD and click the button to continue.

5. Once you've setup your Stripe account, follow the instructions and hit "Save and Publish."

6. Use the ticket report to review the number of tickets sold and total raised.

Page Wrapper: Built In Page Wrapper SAVE PAGE WRAPPER ?

Statistics Discussion Board **Ticket Report** Ticketed Event Info Comp Tickets Sponsors
Responses Sharing & Tracking Next Steps

Ticket Report

	PRICE	QUANTITY SOLD	TOTAL
1	CAD 4.00	0	CAD 0.00
TOTAL		0	CAD 0.00

Latest 100 Activists ?

First name	Last name	Email	Address	City	State	State Abbrevi
[Scrollable list of activists]						

DIRECT LINK
<https://actionnetwork.org/tic>

EMAIL A FRIEND ?

Subject: Can you come?
Body:
Friend,
I'm attending an event called
Test
Can you join me? Click here f
and to purchase tickets:
<https://actionnetwork.org/tickets/test-20?source=email&>
Thanks!

EMBED THIS EVENT ?

7. Select “Comp Tickets” to create free tickets for your volunteers or others.

Statistics Discussion Board Ticket Report Ticketed Event Info **Comp Tickets** sponsors
Responses Sharing & Tracking Next Steps

Create Comp Tickets

Here you can create comp tickets for your activists, given away to them for free. They will be added to your ticket report, and tickets will be emailed to them immediately.

First Name * Last Name *
Email * Address
City Canada ZIP Code *

8. Similar to other actions, select the "Responses" tab to change the autoresponder.

Page Wrapper: Built In Page Wrapper SAVE PAGE WRAPPER ?

Statistics Discussion Board Ticket Report Ticketed Event Info Comp Tickets Sponsors

Responses Sharing & Tracking Next Steps

Responses ?

THANK YOU REDIRECT LINK

Your Redirect Link (leave blank for default) ?

UNPUBLISHED REDIRECT LINK

Your Unpublished Redirect Link (leave blank for default) ?

EVENT LIMIT REACHED REDIRECT LINK

Your Limit Reached Redirect Link (leave blank for none) ?

AUTO-RESPONSE EMAIL ?

Send An Email Response

Wrapper: Standard Email Wrapper ?

To: [Activist Name]