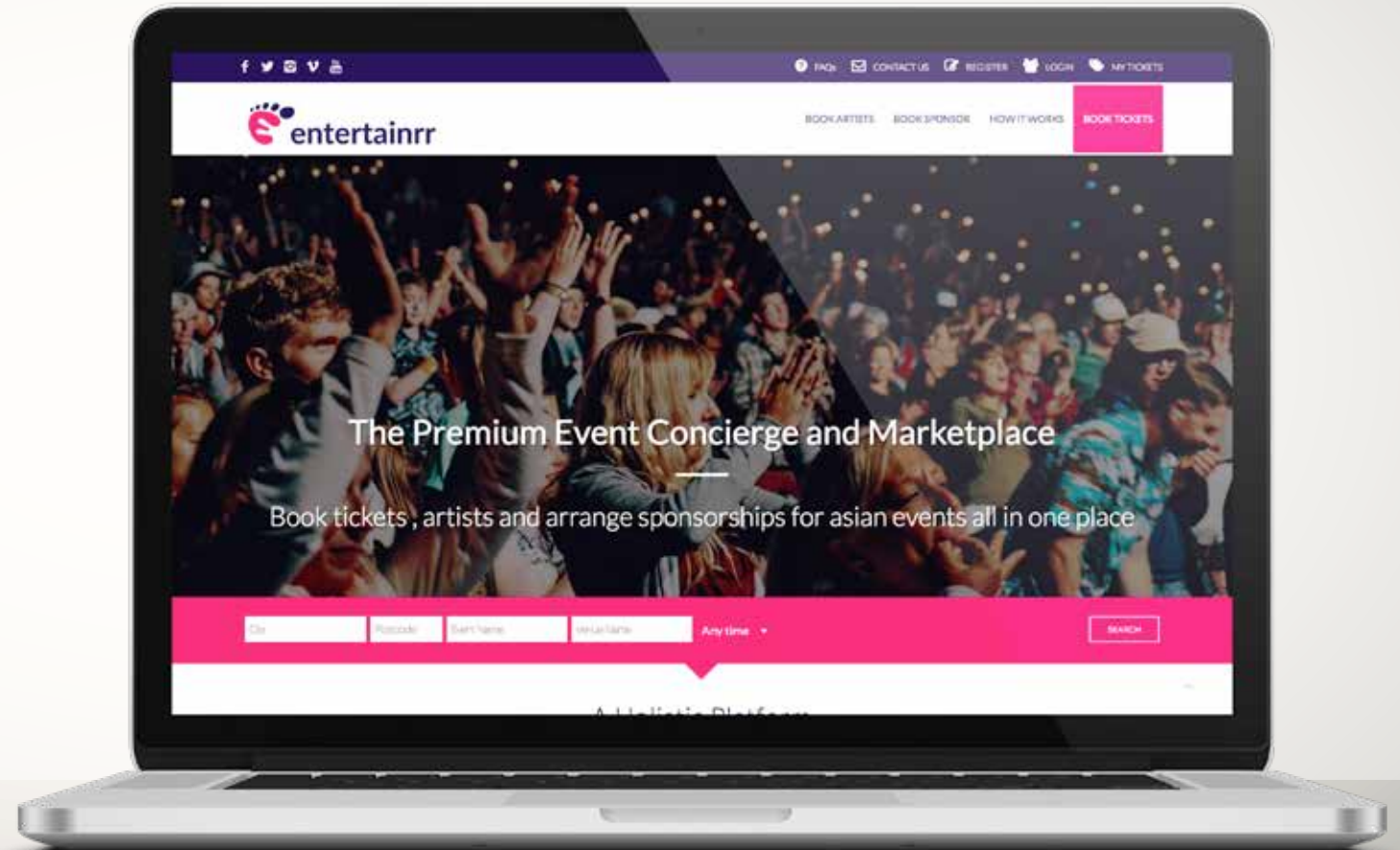




Add Promo Code



You will learn how to...

Locate Promo Code Setup

1 Minute



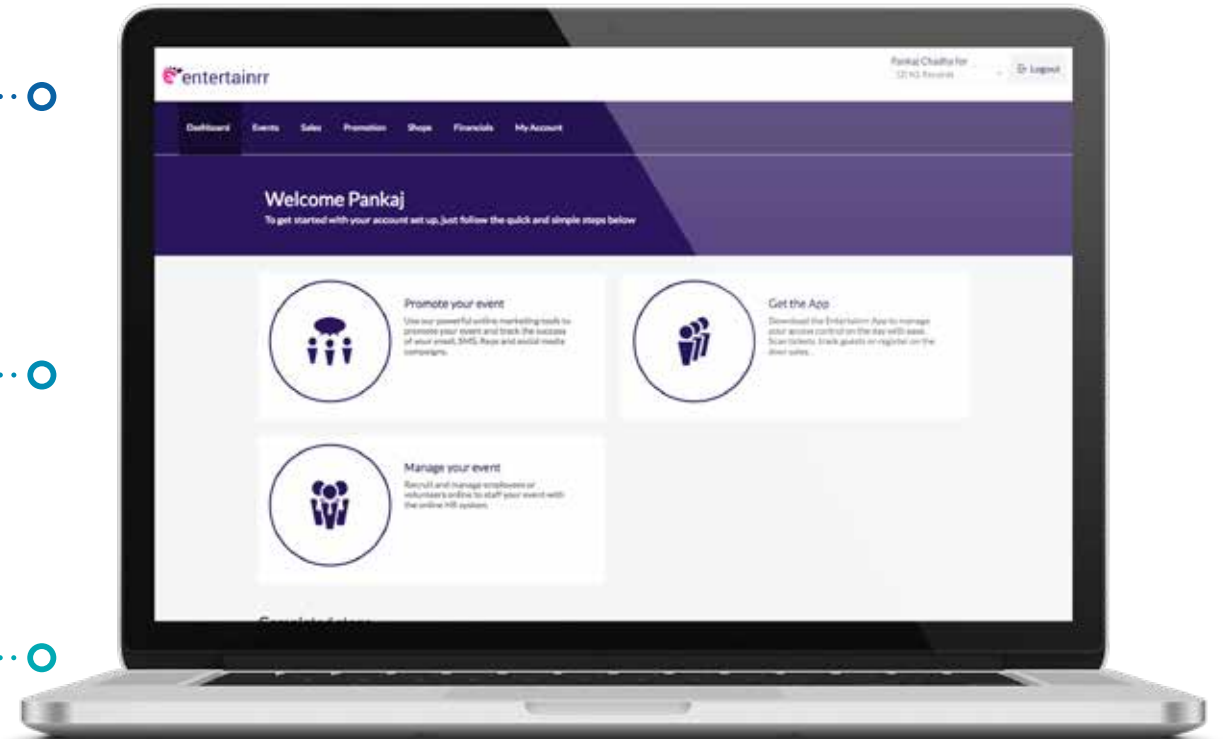
Set up Promo Codes

5 Minutes



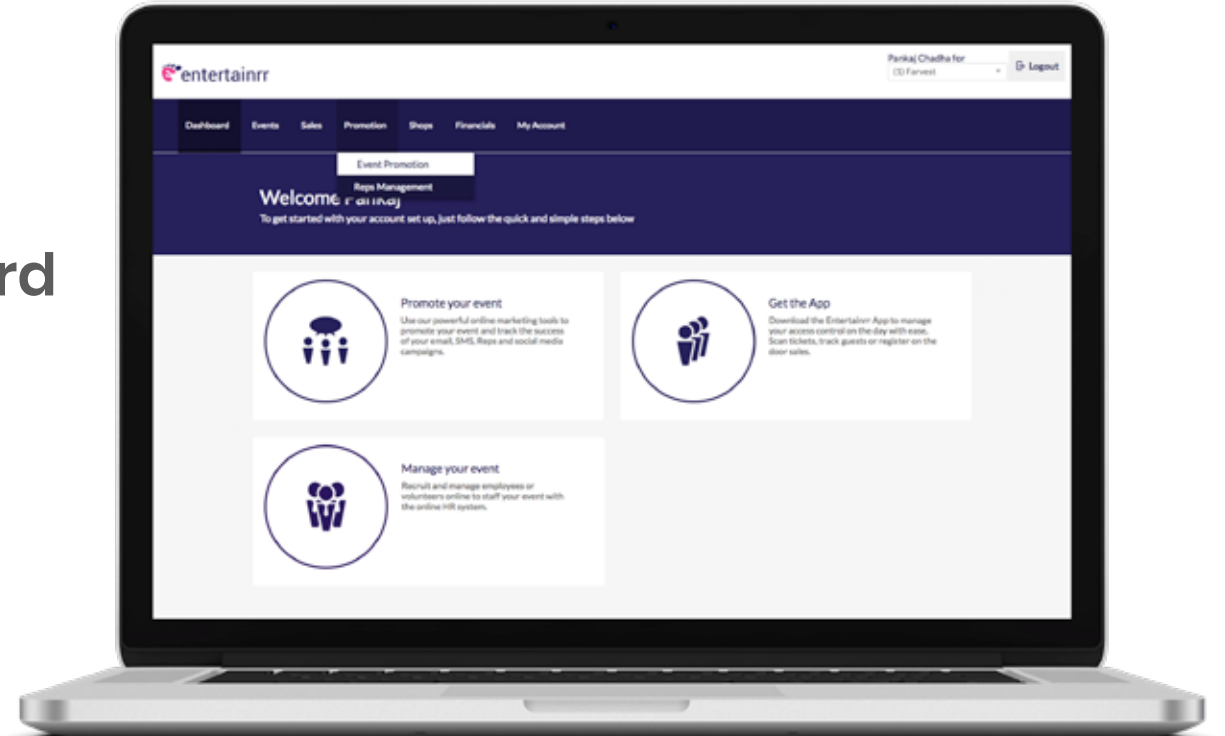
View Usage Statistics

5 Minutes

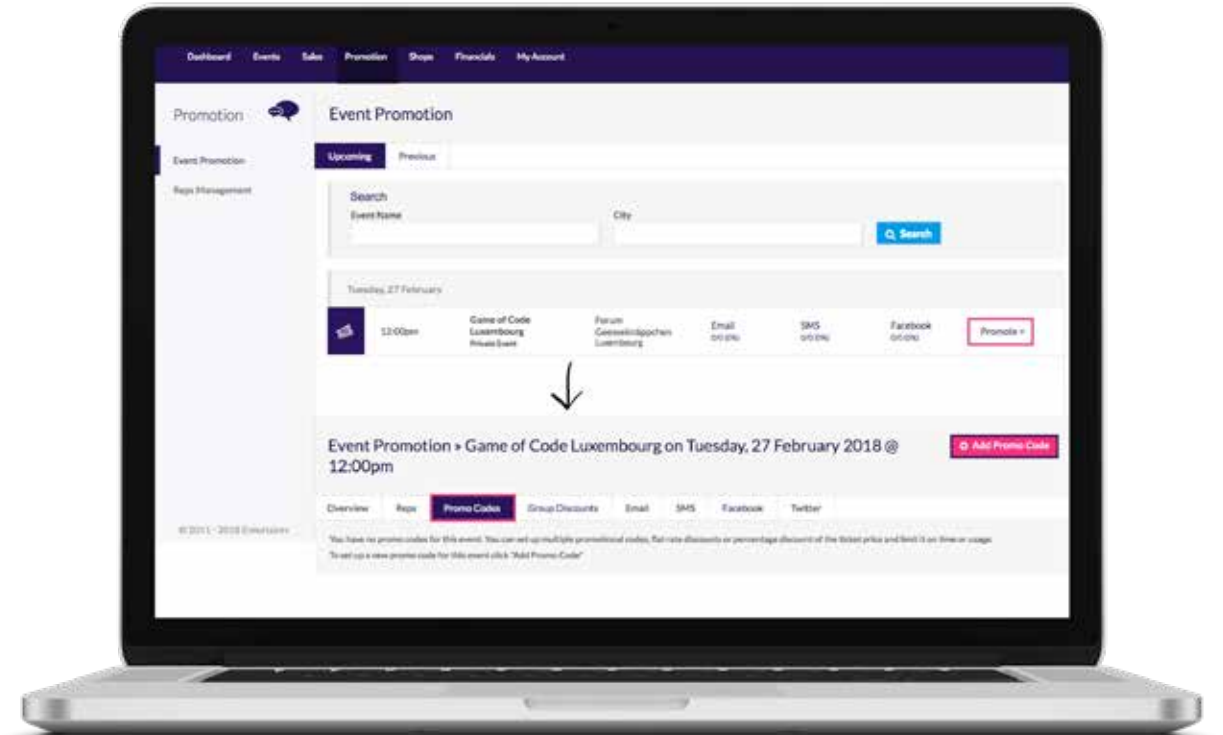


1. Locate Promo Code Setup

- Log in to the entertainrr dashboard via admin.entertainrr.com
- Select **Promotion > Event Promotion**



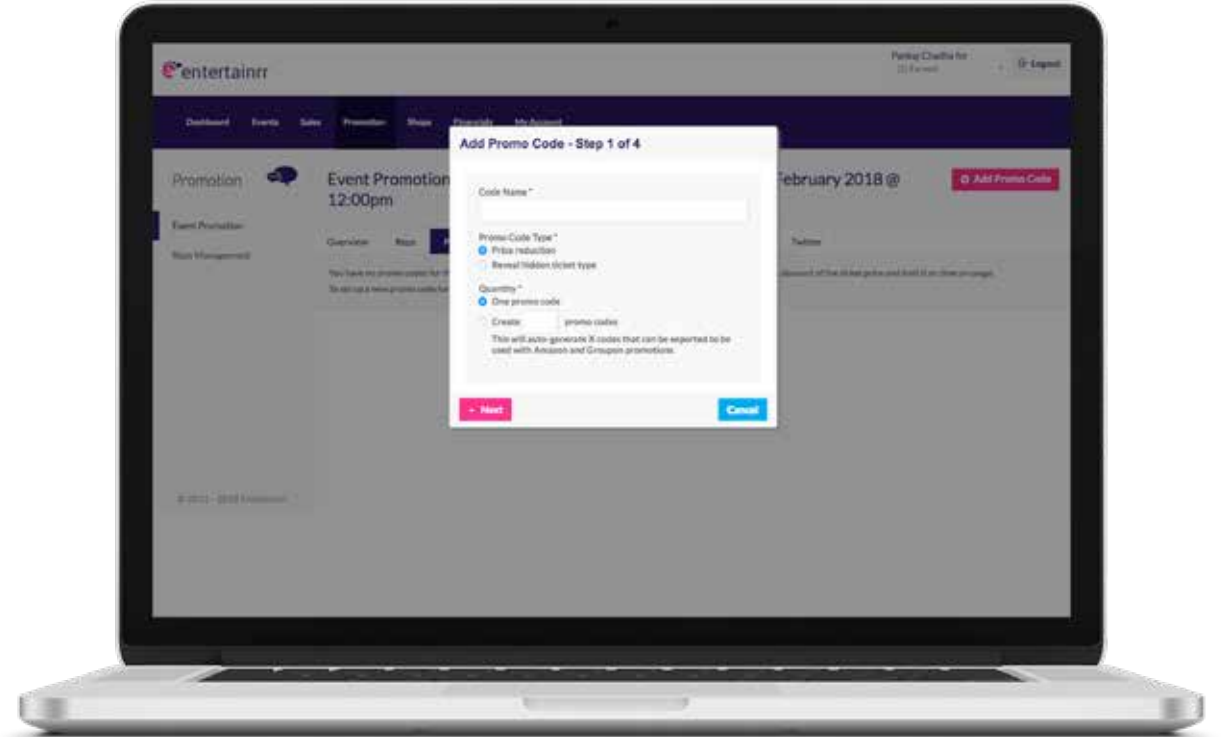
- Select **the event** from the list
- Press **“Promote”**
- Then, press **“Promo Codes”**
- Then, press **“Add Promo Code”**



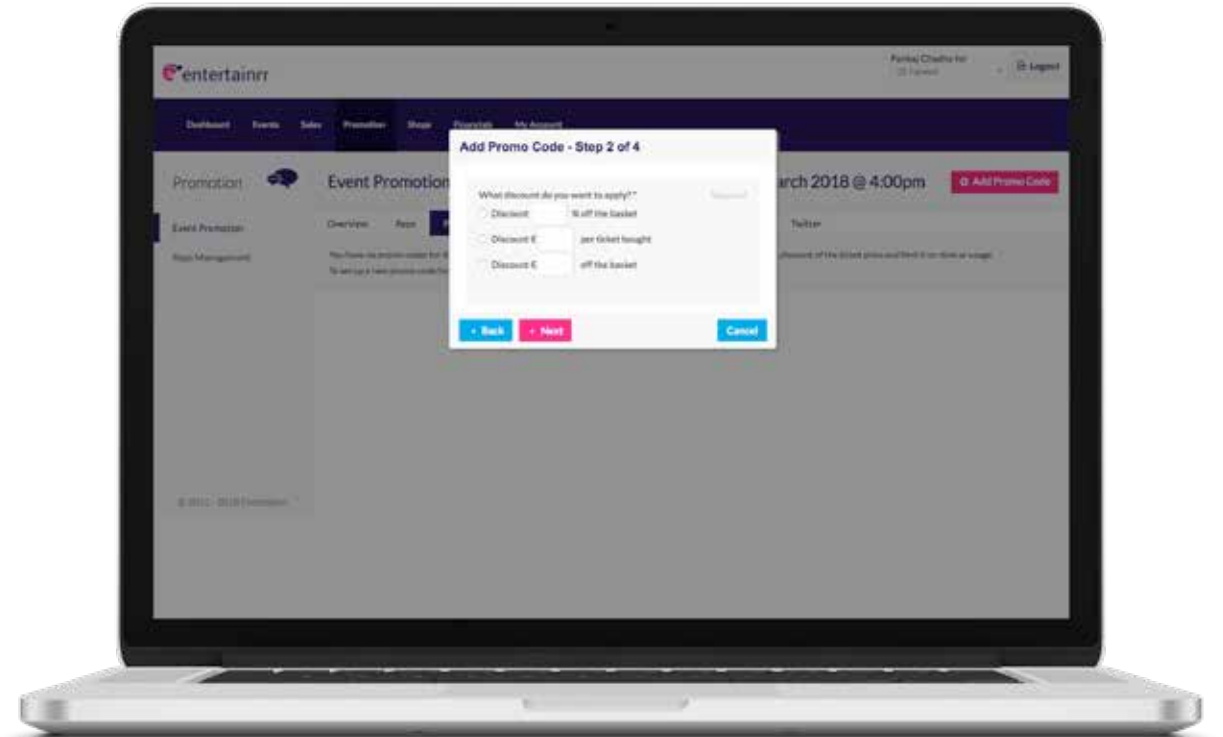
2. Set up Promo Codes

Fill out the Promo Code details

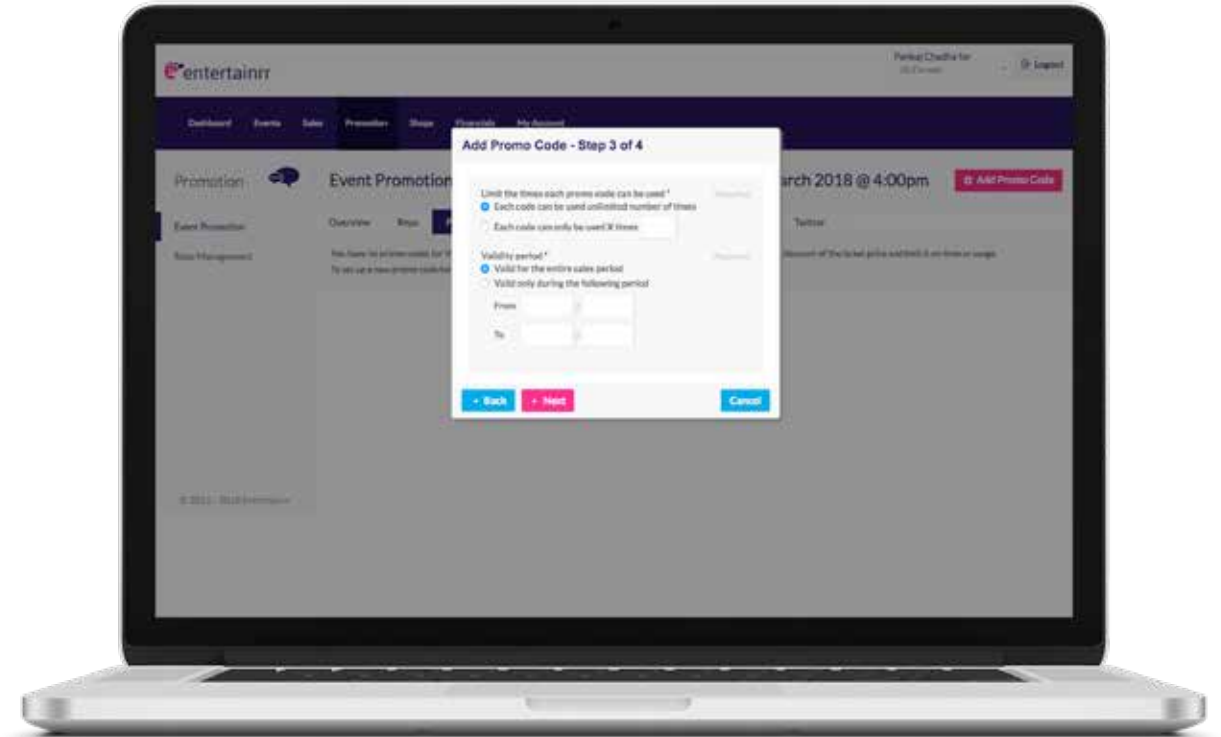
- Add **“Code Name”**
- Select **“Code Type”**
(Reduction or reveal)
- Select & enter **“Quantity”**
- Press **“Next”**



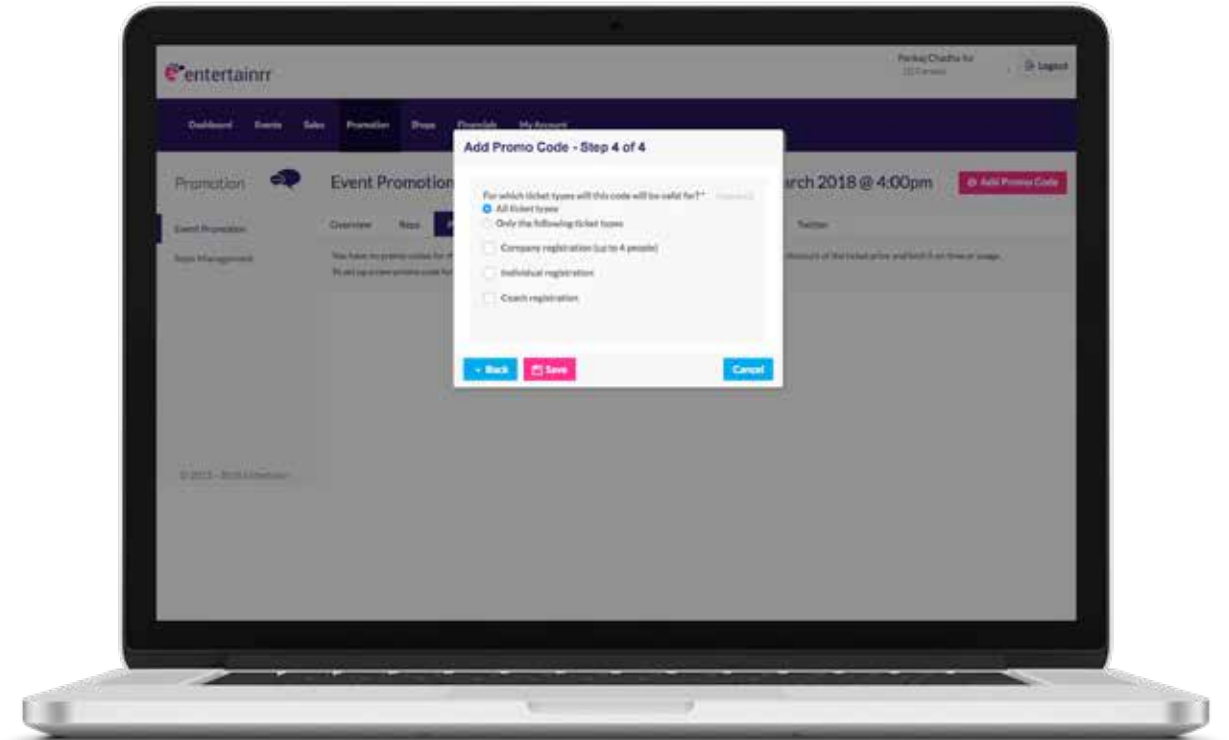
- Select discount type
- Enter discount value
- Press “Next”



- Select & enter **“Number of uses”**
- Validity period
- Press **“Next”**

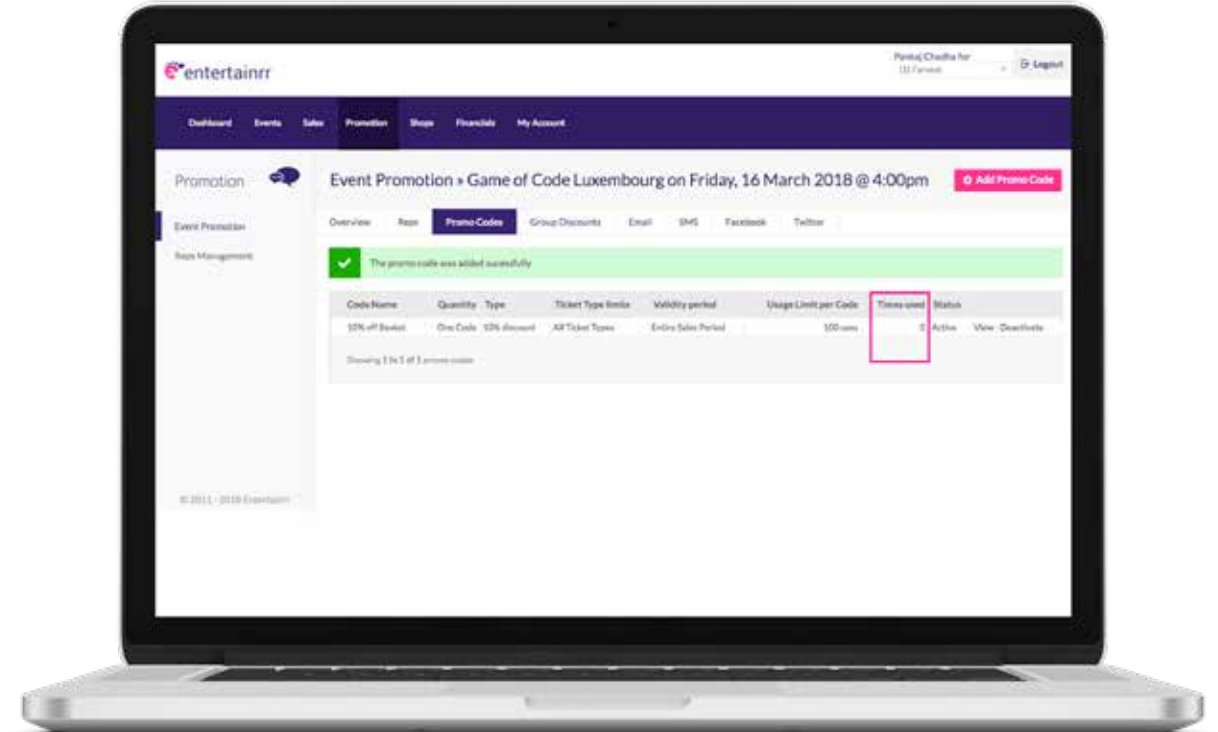


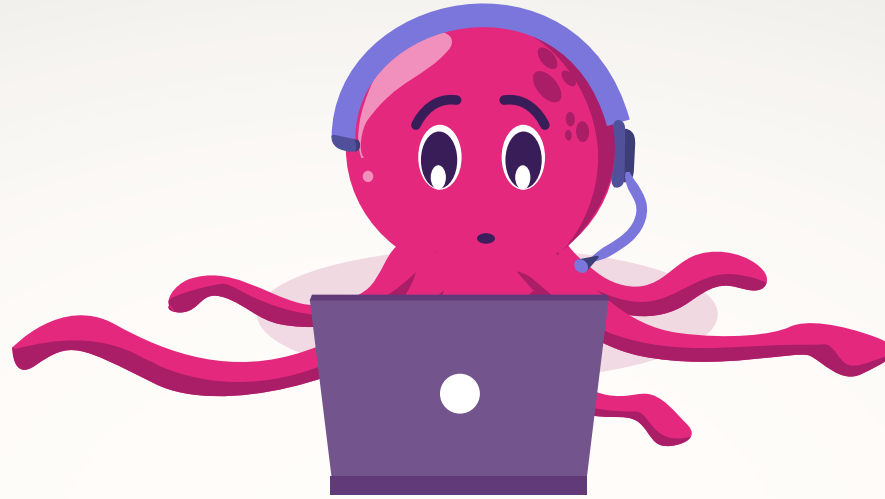
- Select the tickets to apply the code to
- Press “Save”



3. View usage statistics

- If successful, you will see a confirmation message
- You can see how many times your code was used in the **“Times used”** column





Thank You

**If you've got any more questions
drop us a line or call:**

 **0800 368 7709** Mon-Fri (9:30am – 5:30pm)

 **support@entertainrr.com**