



New Feature: Discounts; Promotion Codes

The promotion code is the newest and most versatile of our recently released discount features. Multiple promotion code discounts can be created in varying amounts by age group and play type/level. Promotion codes can be used internally by state, league, and club administrators, during online registration by parents (players), and from within the parent's "my account". The discount is only applied if the user has the code. This feature is available for seasonal registration.

To configure a promotion code:

- Go to Clubs in the left hand navigation
- Click on the Registration tab
- Click on the Discounts sub tab
- Click on the desired play level
- Select Promo Code Discount from the New Discount drop down
- Enter the desired code in letters and/or numbers (must be at least 6 characters)
- Enter the expiration date
- Enter the desired amount of the discount
- Click create

To apply the promotion code to an order internally:

- Go to players/admins in the left hand navigation
- Go to either player look up or payment management
- Search for the desired player
- Click on their order number to open the order
- Click on the Add promo code discount button

Payment / Order Detail Reload Close

Status
 Order #: 1-1204332
 Order Date: 5/3/2010 5:07:17 PM
 Operator: Cust Cust
 Status: Open
 Status Reason: New Order

Ship To
 Name: Tonytestmom Testmomfam
 Address: 5310 test st apt a
 City/State/Zip: city AL 12345
 Country: United States of America
 H#: (123) 456-7890

Comments
 Click Comments Box to view or add more comments.

Payments

Method	Type	Chk#/CC#	Exp.	Status	Auth.	Conv. Fee	App. To Order
⊕ Check	Deposit #1	05/18/2010	test	/	Open	65.00	0.00
							0.00
							capture update cancel
	Check Plan #2	06/15/2010	test	/	Open	400.00	0.00
							0.00
							capture update cancel
Applied Total:						0.00	0.00

Items Ordered

Product	Promo Code	Qty	Price
<input checked="" type="checkbox"/> Playerthreefour Testmomfam, Registration Fee, Guest U11 ,Guest		1	500.00
<input checked="" type="checkbox"/> Playerthreefour Testmomfam, Uniforms, Guest U11 ,Guest		1	25.00
<input checked="" type="checkbox"/> Playerthreefour Testmomfam, 3rd Sibling Discount, Guest U11 ,Guest		1	-10.00
<input checked="" type="checkbox"/> Playerthreefour Testmomfam, promo2 09/01/2010Promote Code Discount, Guest U11 ,Guest	promo2	1	-50.00

4 item(s) totaling: 465.00
 Order Total: 465.00
 Total Due: 465.00

Payment will be applied to all products checked above.
Payment Method:

Add Payment To Order

A new window will open
 Enter the promo code in the box provided
 Click the Enter to verify button

Enter your promo code:

Promo Code Discount info

PromoteCode	Description	Discount
sports	sports 10/10/2010Promote Code Discount, Guest U12 ,Guest	\$-75.00

A promo code can be use only one time for an order

Click on the Add this discount to your order button
 Click on the Close & Refresh Order/Payment Page button
 The promo code discount will be applied to the order

To use the promo code during online registration (for parents/players):

Register online

Once the payment page is reached; click on the Add promo code discount button

2 Steps To Go | 1: Add Family Member >> | 2: Create Registration >> | 3: Accept ELA >> | 4. Make Payment >>

Make Payment

Please help support Affinity Soccer League
Gold Sponsors - Name on Shirt

Amount
 \$0 \$5 \$10
 \$15 \$20 \$25
 \$50 \$100
 \$200 \$250
 \$300 \$500

Product	Promo Code	Qty	Price
✓ Dewey Duck, Registration Fee, Guest U12 ,Guest		1	500.00
✓ Dewey Duck, Uniforms, Guest U12 ,Guest		1	25.00

Items Ordered

Add Promo Code Discount

2 item(s) totaling: 525.00
Order Total: 525.00
Total Due: 525.00

Payment Method*
Choose One

continue >>

A new window will open

Enter the promo code in the box provided

Click the Enter to verify button

Enter your promo code:

sports Enter to verify

Promo Code Discount info

PromoteCode	Description	Discount
sports	sports 10/10/2010Promote Code Discount, Guest U12 ,Guest	\$-75.00

Add this discount to your order

Close & Refresh Order/Payment Page

A promo code can be use only one time for an order

Click on the Add this discount to your order button

Click on the Close & Refresh Order/Payment Page button

The promo code discount will be applied to the order

Make Payment

Please help support Affinity Soccer League
Gold Sponsors - Name on Shirt

Amount
 \$0 \$5 \$10
 \$15 \$20 \$25
 \$50 \$100
 \$200 \$250
 \$300 \$500

Product	Promo Code	Qty	Price
✓ Dewey Duck, Registration Fee, Guest U12 ,Guest		1	500.00
✓ Dewey Duck, Uniforms, Guest U12 ,Guest		1	25.00
✓ Dewey Duck, sports 10/10/2010Promote Code Discount, Guest U12 ,Guest	sports	1	-75.00

Add Promo Code Discount

3 item(s) totaling: 450.00
 Order Total: 450.00
Total Due: 450.00

Payment Method*
 Choose One

continue >>

Proceed with registration

To use the promo code from the “my account” screen (for parents/players):

Log in
 Scroll down to the Registration Applications section
 Look for and click on the Payment Edit link (if an order has not been created yet, they will first need to click create order then payment edit)

My Account

Tonyatestmom Testmomfam

>>My Account

- Message Center
- Consolidate Logins

>>Player Lookup

>>Admin Lookup

>>Event / Class Lookup

Sign Out Here

Tech Support Contact



My Account [Notices](#) [Instructions](#)

<p>My Info</p> <p>Tonyatestmom Testmomfam 5310 test st apt a city, AL 12345 H: (123) 456-7890 Edit</p>	<p>Family Members</p> <table border="1" style="width: 100%;"> <tr> <td>Tonyatestmom Testmomfam</td> <td>Mother</td> <td>Edit</td> </tr> <tr> <td>Playerthreefour Testmomfam</td> <td>Player</td> <td>Edit</td> </tr> <tr> <td>Playeronetwo Testmomfam</td> <td>Player</td> <td>Edit</td> </tr> <tr> <td>Playertwoone Testmomfam</td> <td>Player</td> <td>Edit</td> </tr> </table> <p style="text-align: center;">Add More Family Members</p>	Tonyatestmom Testmomfam	Mother	Edit	Playerthreefour Testmomfam	Player	Edit	Playeronetwo Testmomfam	Player	Edit	Playertwoone Testmomfam	Player	Edit
Tonyatestmom Testmomfam	Mother	Edit											
Playerthreefour Testmomfam	Player	Edit											
Playeronetwo Testmomfam	Player	Edit											
Playertwoone Testmomfam	Player	Edit											

Current Past

Registration Applications

Youth Fall 2010-2011						
Name	Club	Playlevel	Age	Status	Date	Forms
Playerthreefour Testmomfam	Affinity Demo	Guest	U12	Pending	5/3/2010	E
				Not Accepted		

Join Team By Assignment Code:
 [Submit](#) [Payment Edit](#)

Click on the Add promo code discount button

Below is the order for the registration application you choose. Make a payment by choosing a payment type and the pressing the continue button. To cancel this action click the "<< back to my account" at the top of the page.

For payment plans: Click the check box next to each scheduled payment to pay that payment now.

Status	Order #: 1-1204332		Status: Open					
	Order Date: 5/3/2010 5:07:17 PM		Status Reason: New Order					
Operator: Cust Cust								
Payments	Method	Type	Chk#/CC#	Exp.	Status	Auth.	Conv. Fee	App. To Order
	Check Deposit #1	05/18/2010	test	/	Open	65.00	0.00	0.00
	Check Plan #2	06/15/2010	test	/	Open	400.00	0.00	0.00
	Applied Total:							0.00
Items Ordered	Product		Promo Code		Qty	Price		
	✓	Playerthreefour Testmomfam, Registration Fee, Guest U11 ,Guest				1	500.00	
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	✓	Playerthreefour Testmomfam, 3rd Sibling Discount, Guest U11 ,Guest				1	-10.00	
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 Click on the Close & Refresh Order/Payment Page button

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Thanks,
 Customer Support Department
 Affinity Sports
 A Division of ADG