

HOW TO CREATE PRICE GROUPS

- 1. Go to Regatta page and look for the lower "edit" tab on the Overview page
 - a. The upper "edit" tab will allow you to add information to the Overview page. The lower "edit" tab takes you to Regatta Configuration.

RegattaCentral	Home Rega	ttas Results	Clubs	Programs	Learn-To-Row	Camps & Clinic	s Volunteer
Search Q У f						Claire 🔻 Setting	gs 🔻 Support
ABC USD Sprints Mar 14, 2020 » sprint » » Barrie, Hosted By Anytown Boathouse Club	DH (USA) » Sanctioned by RCA and RO	VONTARIO (2019)		4 Entries	3 Clubs 48/25	Register
(1) INFORMATION View Edit							
Overview View Edit			٦				
News							
Contacts Website	Anytown Bosthouse Club						
Sponsors Contact	ABC Regatta Chair						
History	support@regattacentral.com						
Venue Phone	6143602922						

- 2. Once in Edit Mode, scroll down to the bottom of the page until you see the "Pricing Models" box on the right.
- 3. Click the "Add new Price Model" button.

Pricing Models	
If taxes are required, please contact your RegattaCentra Manager or email support@regattacentral.com BEFOR registration. Allow 3 business days for provisioning of ta	al Account E opening xes
1x delete 2x delete Singles delete XDelete	
Add new Price Model	

- 4. Enter the Title and the Standard Price. If you plan to have Early or Late Registration Periods, then enter those fields as well.
 - a. You will want to have a Price Group for each shell type (1x, 2x, 2-, etc) that you will have events for.

RegattaCentral		Home	Regattas	Results	Clubs	Programs	Learn-To-Row	Camps & Clinics	Volunteer
Search Q	¥ f							Claire ▼ Settings	s ▼ Support
ABC USI Mar 14, 2020 » s Hosted By Anyton	D Sprints sprint » » Barrie, OH (USA) wn Boathouse Club » Sanctione	d by RCA an	Id ROWONT/	ARIO (2019)			4 Entries	3 Clubs 48 / 25	Register
1 INFORMATION	Gonoral				Drin	nany Contact			
Overview	Name			Na	me	ABC Pogatta Ch	air		
News	ABC USD Sprints		···I 9+		En	nail	Abo Regatta on		_
Contacts	Date 3/14/2020		_				support@regatta	acentral.com	
Sponsors	Duration 1 days	1			Ph	one	6143602922		
History	Event Type sprint	.							
Venue	Invitational No	·	Ŧ		Che	eck Payment li	nformation (Display	ed to registrants)	
Volunteer	Edit Price Mode	le						e Club	
Event List	Ve	15						ane,	
Clubs	C If taxes are required, ple	ase contact	t your Regat	taCentral A	count Ma	anager or ema	ail	10	
Entries	s support@regattacentral.	COM BEFOR	RE opening	registration	Allow 31	business days	s for provisioning	aining (200 maximu	im)
Heat Sheet/Draw	Z Title*		4						
Results	C Chandrad#		4+		9+				
REGISTRATION	Standard		40						
Dates & Deadlines	C Early								
Rules & Eligibility	Late								_
Registration Form	C Alternate Standard								
My Entries	Sa Altamata Fash								
My Invoice	C Alternate Lany							be sent to to this n	ame and
Waiver	C Alternate Late							s tax records and rour RegattaCentra	is required I account
ITRAVEL & LODGING	с. П							_	
Directions & Parking	th					Sav	ve Cancel		
Lodging	Registration Form Questions				Rec	atta Caps			
Food & Dining	this is a test for options - option	s test 🖋 Edit	XDelete		Lea	ve blank to ind	icate no limit		

5. Once you are done entering the information, click the "Save" button.

Notes:

- These Pricing Models will display on the Overview page in alphabetical/chronological order
- If you want to use the "Alternate" fees, you'll need to make sure you configure what teams should get it from the "Teams with Special Entry Fees" feature on the Staff Quick Links page
- Any changes in fees will not be retroactive it will only apply to future entries/registrations