



Product Release Notes for ACTIVEWorks Patch Release – November 11, 2021

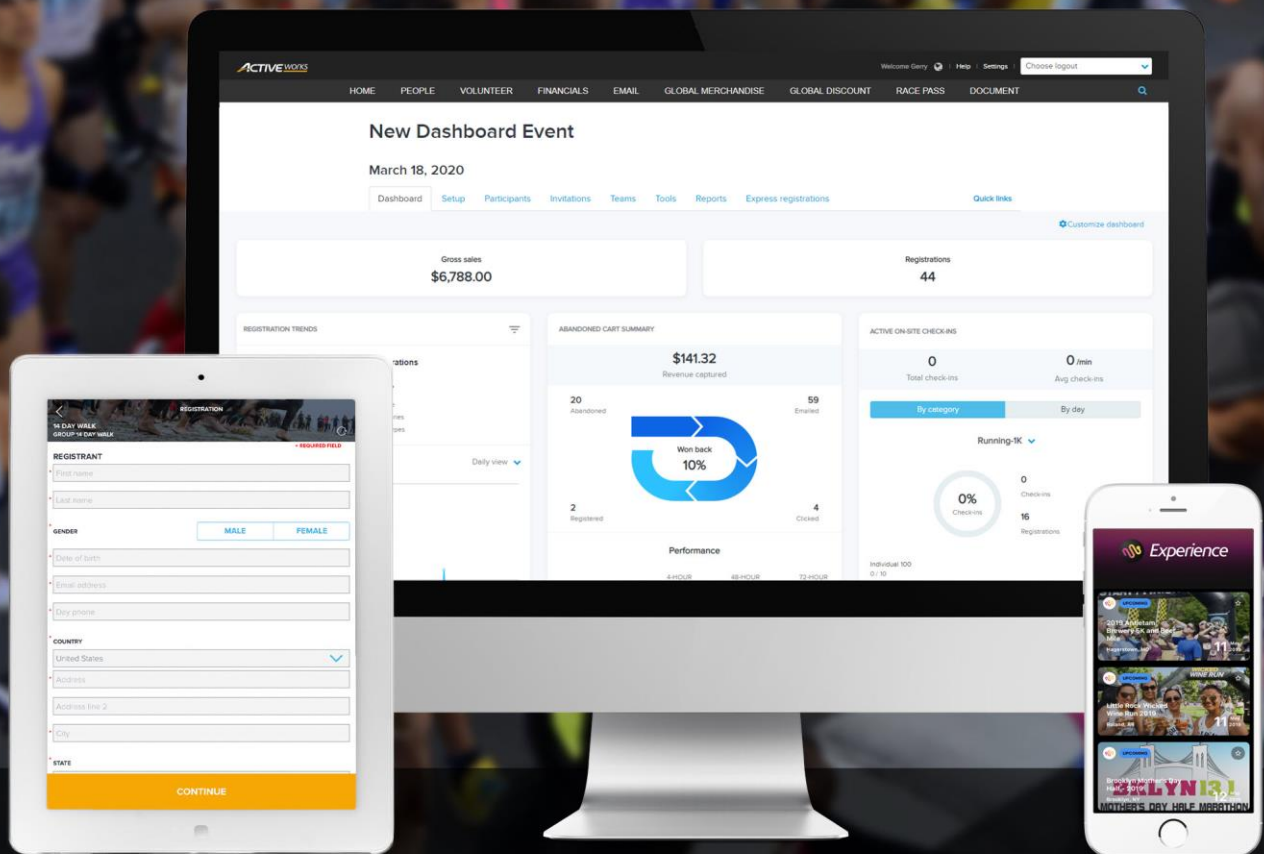


Table of Contents

| | |
|---|---|
| Order transfer: edit new product's price and custom fee | 2 |
|---|---|



Order transfer: edit new product's price and custom fee

ENDR-47369 In the AUI order transfer workflow (in an event's home page > **Participants** > a participant > Actions > **Transfer to another event** or **Transfer another category**), you or your team members can now adjust the new product's price and custom fee.

Example

You are offering an event **Run for fun** with the following configuration:

Run for fun

August 2, 2021

[Dashboard](#) [Setup](#) [Participants](#) [Invitations](#)

Event overview

[Event setup](#)

Run for fun
8/2/2021 - 12/31/2021
Springfield
Springfield County
Oaktree Street
Springfield, AZ 12345

Running-1K
Individual Age group/open \$5.00

Running-5K
Individual Age group/open \$10.00

Running-8K
Individual Age group/open \$10.00
Individual chance entry Age group/open \$50.00

Running-10K
Individual Age group/open \$18.00

Running-15K
Individual Age group/open \$100.00

[Dashboard](#) [Setup](#) [Participants](#) [Invitations](#) [Teams](#) [Tools](#) [Reports](#)

Custom fees

Customize charges of additional taxes or surcharges you need to collect from participants.

[Create](#) [Delete](#)

| | FEE NAME | AMOUNT | REGISTRATION TYPES |
|--------------------------|----------|---------|---|
| <input type="checkbox"/> | Tax | 10.00 % | Running-5K Running-8K Running-1K Running-10K |

Participant Anila Pastina has registered for **Run for fun - Running-5K - Individual Age group/open** with a product price of \$10.00 and a custom fee (named **Tax**) of \$1.00 (10.00% of product price):



Run for fun

August 2, 2021

[Dashboard](#) [Setup](#) [Participants](#) [Invitations](#) [Teams](#) [Tools](#) [Reports](#) [Express registrations](#) [Virtual race](#)

Anila Pastina

Confirmed - R-10PT41N14S8
[Run for fun - Running-5K - Individual Age group/open](#)
Not on a team

View: [All](#) | [Current Purchases](#) | [Responses](#) | [Waivers](#) | [Results](#)

Current purchases

ID: [C-76X5PQWBLM8](#)

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|--|---------|----------|----------|
| Run for fun - Running-5K - Individual Age group/open | \$10.00 | 1 | \$10.00 |
| Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Pants - Small | \$8.00 | 1 | \$8.00 |
| SUBTOTAL: | | | \$33.00 |
| TAX | | | \$1.00 |
| TOTAL: | | | \$34.00 |

Actions

- [Resend receipt email](#)
- [Resend confirmation email](#)
- [Purchase items](#)
- [Transfer to another event](#)
- [Transfer to another category](#)
- [Modify T-shirts and other included items](#)

To transfer Anila Pastina to another category, select **Actions** > **Transfer to another category**:

ID: [C-76X5PQWBLM8](#)

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|--|---------|----------|----------|
| Run for fun - Running-5K - Individual Age group/open | \$10.00 | 1 | \$10.00 |
| Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Pants - Small | \$8.00 | 1 | \$8.00 |
| SUBTOTAL: | | | \$33.00 |
| TAX | | | \$1.00 |
| TOTAL: | | | \$34.00 |

Actions

- [Cancel](#)
- [Transfer to another event](#)
- [Transfer to another category](#)

When transferring from **Running-5K - Individual Age group/open - \$10.00** to **\$18.00 - Running-10K - Individual Age group/open**, you or your team members can select to charge the \$8.00 price difference (or not):



Transfer category

To transfer the registration, select a new category.

Events

Transfer from: Running-5K - Individual Age group/open - \$10.00

Transfer to: * \$18.00 - Running-10K - Individual Age group/open

*This increases the registration price by \$8.00. What do you want to do?

☐ Do NOT charge the \$8.00 price difference

☐ Do NOT charge Custom Fees on the new registration ?

☒ Charge price difference (enter an amount up to \$8.00) 8 USD

☐ Charge \$8.00 price difference and an additional transfer fee 0.00 USD ?

On the **Review transferred items** page, to charge a different product* price and custom fee** (Tax), click **Edit prices and fees**:

* Product is defined as either the Registration/Ticket Category or an individual Add-On item.

** Custom fees are configured in the **Tools** section of each event.

Review transferred items

Please review the items below. To complete your transaction, click complete transfer. ?

Transferred items ? Edit prices and fees

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|---|---------|----------|----------|
| Transfer out - Run for fun - Running-5K - Individual Age group/open | \$10.00 | -1 | -\$10.00 |
| Anila Pestina | | | |
| Registration Id: R-10PT41N14S8 | | | |
| Transfer out - Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Transfer out - Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Transfer out - Pants - Small | \$8.00 | -1 | -\$8.00 |
| Transfer in - Run for fun - Running-10K - Individual Age group/open | \$18.00 | 1 | \$18.00 |
| Transfer in - Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Transfer in - Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Transfer in - Pants - Small | \$8.00 | 1 | \$8.00 |
| SUBTOTAL: | | | \$8.00 |
| TAX | | | \$0.80 |
| TOTAL: | | | \$8.80 |



In edit mode, the product price of the new registration becomes adjustable:

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|---|-----------|----------|---------------|
| Transfer out | | | |
| Run for fun - Running-5K - Individual Age group/open | \$10.00 | -1 | -\$10.00 |
| Anila Pastina | | | |
| Registration ID: R-10PT41N14S8 | | | |
| Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Pants - Small | \$8.00 | -1 | -\$8.00 |
| Transfer in | | | |
| Run for fun - Running-10K - Individual Age group/open | 18.00 USD | 1 | \$18.00 |
| Included t-shirt - Small | 0.00 USD | 1 | \$0.00 |
| Sports bag - Sports bag | 15.00 USD | 1 | \$15.00 |
| Pants - Small | 8.00 USD | 1 | \$8.00 |
| Subtotal | | | \$8.00 |
| Cancel | | | Next |

Change the product price to whatever you desire. In this example, we are charging \$13 instead of \$18:

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|---|-----------|----------|---------------|
| Transfer out | | | |
| Run for fun - Running-5K - Individual Age group/open | \$10.00 | -1 | -\$10.00 |
| Anila Pastina | | | |
| Registration ID: R-10PT41N14S8 | | | |
| Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Pants - Small | \$8.00 | -1 | -\$8.00 |
| Transfer in | | | |
| Run for fun - Running-10K - Individual Age group/open | 13.00 USD | 1 | \$13.00 |
| Included t-shirt - Small | 0.00 USD | 1 | \$0.00 |
| Sports bag - Sports bag | 15.00 USD | 1 | \$15.00 |
| Pants - Small | 8.00 USD | 1 | \$8.00 |
| Subtotal | | | \$3.00 |
| Cancel | | | Next |



After editing the new product's price, you or your team members can then edit the custom fee by clicking the **Next** button.

Edit the custom fee:

- Review

| ITEMS | FEES | SUBTOTAL |
|--|----------|---------------|
| [-] Transfer out | | |
| Tax | | |
| Cancellation of Run for fun - Running-5K - Individual Age group/open | 1.00 USD | -\$1.00 |
| [+] Transfer in | | |
| Tax | | |
| Run for fun - Running-10K - Individual Age group/open | 1.30 USD | \$1.30 |
| Subtotal | | \$0.30 |

BackCancelSave

- Adjust to

| ITEMS | FEES | SUBTOTAL |
|--|----------|----------------|
| [-] Transfer out | | |
| Tax | | |
| Cancellation of Run for fun - Running-5K - Individual Age group/open | 1.00 USD | -\$1.00 |
| [+] Transfer in | | |
| Tax | | |
| Run for fun - Running-10K - Individual Age group/open | 0.00 USD | \$0.00 |
| Subtotal | | -\$1.00 |

BackCancelSave



Click **Save** to review the transfer; any updated prices and custom fees will be reflected.

Review transferred items

Please review the items below. To complete your transaction, click complete transfer. ?

Transferred items ?

Edit prices and fees

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|--|---------|----------|----------|
| Transfer out - Run for fun - Running-5K - Individual Age group/open Anila Pestina Registration Id: R-10PT4IN14S8 | \$10.00 | -1 | -\$10.00 |
| Transfer out - Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Transfer out - Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Transfer out - Pants - Small | \$8.00 | -1 | -\$8.00 |
| Transfer in - Run for fun - Running-10K - Individual Age group/open | \$13.00 | 1 | \$13.00 |
| Transfer in - Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Transfer in - Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Transfer in - Pants - Small | \$8.00 | 1 | \$8.00 |
| SUBTOTAL: | | | \$3.00 |
| TAX | | | -\$1.00 |
| TOTAL: | | | \$2.00 |

You can then fill in the payment and billing information and click **Next** to complete the transfer. In this example, a charge of \$2.00 will be collected from the participant:



Review transferred items

Please review the items below. To complete your transaction, click complete transfer. [?](#)

Transferred items [?](#)

[Edit prices and fees](#)

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|--|---------|----------|----------|
| Transfer out - Run for fun - Running-5K - Individual Age group/open Anila Pastina Registration ID: R-10PT41N1NXX | \$10.00 | -1 | -\$10.00 |
| Transfer out - Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Transfer out - Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Transfer out - Pants - Small | \$0.00 | -1 | -\$0.00 |
| Transfer in - Run for fun - Running-10K - Individual Age group/open | \$13.00 | 1 | \$13.00 |
| Transfer in - Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Transfer in - Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Transfer in - Pants - Small | \$0.00 | 1 | \$0.00 |
| SUBTOTAL: | | | \$3.00 |
| TAX | | | -\$1.00 |
| TOTAL: | | | \$2.00 |

Payment information

An additional fee is charged to your organization for each credit card transaction. All fees are processed in the next payment cycle and deducted from the total amount.

Payment type * Credit Card

CVV/CVC

☐ Add a new credit card

Billing information

First name * Anila

Last name * Pastina

Email address * anila.pastina@activenetwork.com

00000

[Back](#)

[Cancel](#)

[Next](#)



Registration successfully transferred

Order information

Order ID: C-76X5PQY953C
Order date: Tuesday, November 9, 2021
Order amount: \$2.00

Order modifications

| ITEMS | PRICE | QUANTITY | SUBTOTAL |
|---|---------|----------|----------|
| Transfer out - Run for fun - Running-5K - Individual Age group/open | \$10.00 | -1 | -\$10.00 |
| Transfer out - Included t-shirt - Small | \$0.00 | -1 | \$0.00 |
| Transfer out - Sports bag - Sports bag | \$15.00 | -1 | -\$15.00 |
| Transfer out - Pants - Small | \$8.00 | -1 | -\$8.00 |
| Transfer in - Run for fun - Running-10K - Individual Age group/open | \$13.00 | 1 | \$13.00 |
| Transfer in - Included t-shirt - Small | \$0.00 | 1 | \$0.00 |
| Transfer in - Sports bag - Sports bag | \$15.00 | 1 | \$15.00 |
| Transfer in - Pants - Small | \$8.00 | 1 | \$8.00 |
| SUBTOTAL: | | | \$3.00 |
| TAX | | | -\$1.00 |
| TOTAL: | | | \$2.00 |

Payment information

Amount: \$2.00
Payment type: Credit/Debit Card
ACTIVE.com has charged your card for your order. The order will appear as Simpsons Sports on your billing statement.
Card type: Visa / Visa Electron
Card number: [REDACTED]

Billing information

Name: Anila Pastina
Email address: [REDACTED]
Phone number: [REDACTED]
Address: [REDACTED]

[Print](#)[View registration](#)



ACTIVE Network, LLC

© 2021 ACTIVE Network, LLC, and/or its affiliates and licensors. All rights reserved. No part of this publication may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any computer language, in any form or by any means, electronic, mechanical, magnetic, optical, chemical, manual, or otherwise, without prior written permission. You have limited permission to make hard copy or other reproductions of any machine-readable documentation for your own use, provided that each such reproduction shall carry this copyright notice. No other rights under copyright are granted without prior written permission. The document is not intended for production and is furnished “as is” without warranty of any kind. All warranties on this document are hereby disclaimed including the warranties of merchantability and fitness for a particular purpose.

About ACTIVE Network, LLC

ACTIVE Network, LLC is a technology and media company that helps millions of people find and register for things to do and helps organizations increase participation in their activities and events.

For more information about ACTIVE Network, LLC products and services, please visit ACTIVEnetwork.com.

ACTIVE Network, LLC

717 North Harwood Street

Suite 2500

Dallas, TX 75201