



RALLYHOOD

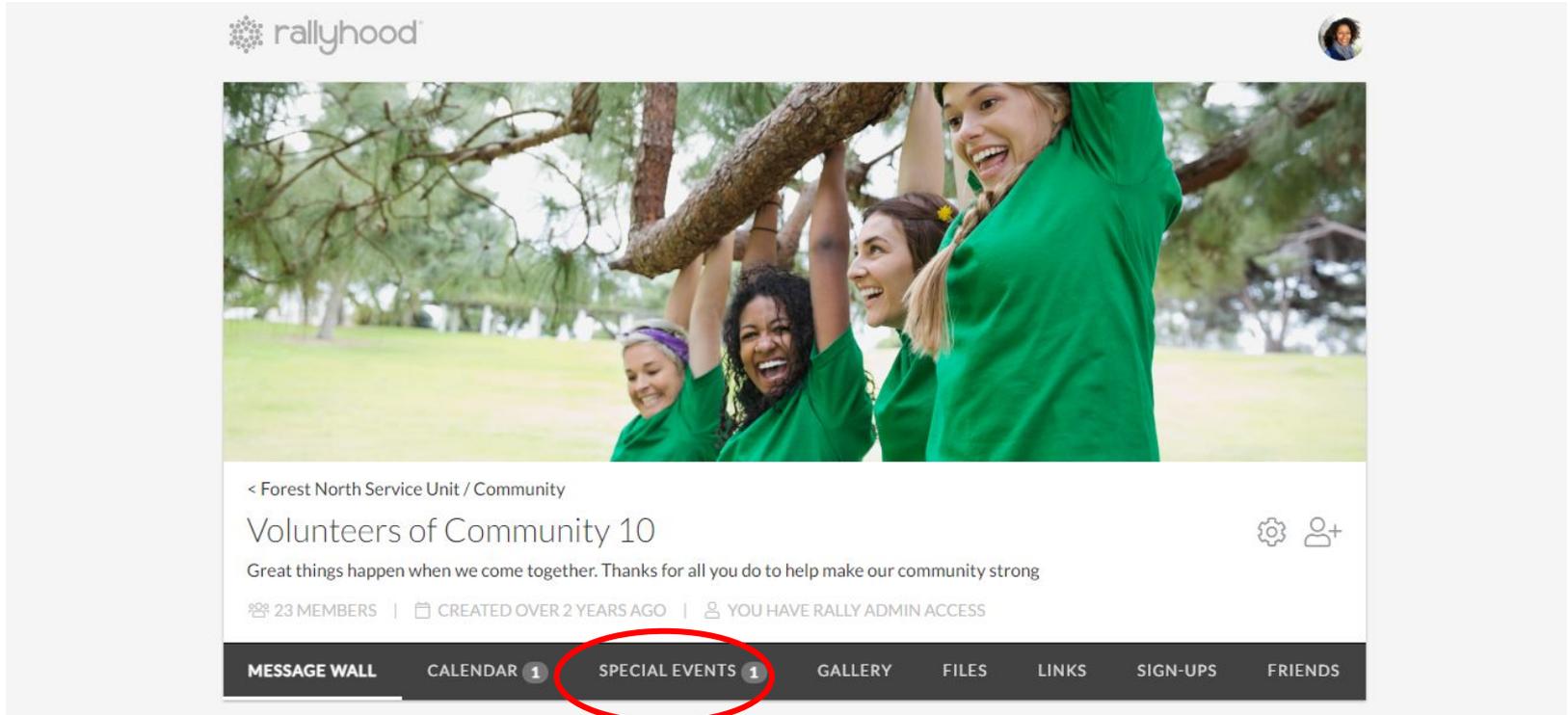
Bringing People Together With Purpose

Rallyhood Special Events

Tracking Payments Outside Of Stripe

June 15, 2023

STEP 1: FROM RALLY, CLICK ON THE SPECIAL EVENTS TAB



The screenshot shows the Rallyhood interface for a community page. At the top left is the Rallyhood logo, and at the top right is a user profile picture. The main image features four young women in green shirts smiling and holding up a tree branch. Below the image, the page title is "Volunteers of Community 10" with a back arrow and "Forest North Service Unit / Community". To the right of the title are settings and user icons. A description reads: "Great things happen when we come together. Thanks for all you do to help make our community strong". Below the description are statistics: "23 MEMBERS", "CREATED OVER 2 YEARS AGO", and "YOU HAVE RALLY ADMIN ACCESS". At the bottom is a navigation bar with tabs: MESSAGE WALL, CALENDAR 1, SPECIAL EVENTS 1 (circled in red), GALLERY, FILES, LINKS, SIGN-UPS, and FRIENDS.

rallyhood



< Forest North Service Unit / Community

Volunteers of Community 10

Great things happen when we come together. Thanks for all you do to help make our community strong

23 MEMBERS | CREATED OVER 2 YEARS AGO | YOU HAVE RALLY ADMIN ACCESS

MESSAGE WALL CALENDAR 1 **SPECIAL EVENTS 1** GALLERY FILES LINKS SIGN-UPS FRIENDS

STEP 2: THEN SELECT YOUR SPECIAL EVENT



< Forest North Service Unit / Community

Volunteers of Community 10

23 MEMBERS | CREATED OVER 2 YEARS AGO | YOU HAVE RALLY ADMIN ACCESS



MESSAGE WALL

CALENDAR 1

SPECIAL EVENTS 1

GALLERY

FILES

LINKS

SIGN-UPS

FRIENDS

+ New



Active

Draft

Archived

My Events



JUN 13 TEST

Tue, Jun 13, 02:00 PM



MAY 16 Troop Cookie Manager Training

Thu, May 16, 02:30 PM
604 Brazos Street
Austin, Texas 78701



GIRL ROBOTICS WORKSHOP

JUN 8 Robotics Workshop

Sat, Jun 8, 05:00 PM
1218 West Avenue
Austin, Texas 78701

STEP 3: MAKE SURE TO ENABLE "EXPRESS INTEREST" BY TOGGING TO "YES" IN THE EVENT SETTINGS

In your Special Event settings, enable the "Express Interest" by toggling on "Yes".

This will allow people to express interest in tickets and pay later or pay using a different method outside of StripE (e.g. cash or check).

Forest North Service Unit / Community

MESSAGE WALL CALENDAR SPECIAL EVENTS GALLERY DOCUMENTS LINKS SIGN-UPS MEMBERS GROUPS

1. Details
2. Images & Attachments
3. Tickets & Registration

Tickets

You can create multiple ticket types.
If it is a free event, simply enter \$0 for the ticket price.

Name	Available	Cost	Fee Options
+ ADD TICKET			

Registration Form

Customize instructions or requests for information from attendees.

1a. Please add the names of people attending and let us know if there are any food allergies.

Need more fields? You can add additional fields (up to 10) to capture any necessary information from your participants.

[+ ADD ADDITIONAL FIELDS](#)

Registration Deadline:

Refund Policy

Refund Policy

Additional Settings

- NO Show names of registrants
- NO Add Sales Tax
- NO Turn on Waitlist if an event is full
- YES Enable "Express Interest"
- NO Allow people outside of Rallyhood to access this page and register for the event

CANCEL [SAVE](#) [NEXT](#)

4. Payments
5. Publish

Magnified View:

Additional Settings

- NO Show names of registrants
- NO Add Sales Tax
- NO Turn on Waitlist if an event is full
- YES Enable "Express Interest"
- NO Allow people outside of Rallyhood to access this page and register for the event

CANCEL [SAVE](#) [NEXT](#)

4. Payments
5. Publish

STEP 4: CLICK THE DROP DOWN MENU (3-DOTS) AND SELECT “MANAGE”



TEST

 Jun 13, 2023
2:00 PM - 3:00 PM CDT



Edit

Manage

Share

Details

REGISTER

EXPRESS INT

Cost

- GA (\$1.00)
0 Slots Filled
- FREE (FREE)

STEP 5: SELECT "NEW" AND ADD THE PAYOR INFORMATION, THEN CLICK "SAVE"

MESSAGE WALL CALENDAR 1 SPECIAL EVENTS 1 GALLERY FILES LINKS SIGN-UPS FRIENDS

< Back **+** New Download Stripe Accounts Interested ▾

Express Interest Summary

Name	Items	Date
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	1 ▾ GA ▾
<input type="text" value="Email"/>		
<input type="text" value="Phone"/>		
<input type="text" value="Notes"/> For example: Paid by Cash or Paid by Check		
<input type="text" value="Additional Info"/>		

CANCEL **SAVE**

STEP 6: SELECT THE "MARK PAID" BUTTON AND THE PAYOR WILL BE RECORDED AS PAID

The screenshot shows the Rallyhood interface for a community page titled "Volunteers of Community 10". The page includes a navigation bar with options like MESSAGE WALL, CALENDAR, SPECIAL EVENTS, GALLERY, FILES, LINKS, SIGN-UPS, and FRIENDS. Below this is a toolbar with icons for Back, New, Download, and Stripe Accounts, along with an "Interested" dropdown menu. The main content area features an "Express Interest Summary" table with the following data:

Name	Items	Date	MARK PAID	REMOVE
Danielle Santiago danielle.santiago@rallyhood.com	1 - GA	6/13/2023	MARK PAID	REMOVE



RALLYHOOD

THANK YOU!

Contact:

Danielle Santiago, Product Manager

danielle.santiago@rallyhood.com
