Create Tickets

On Step 2 of Creating Events, you can create Tickets.

Within a given ticket you can decide whether it is a FREE ticket or a PAID ticket.

Additionally you can indicate the name of the ticket as well as a brief description.

You can optionally set Custom On-Sale Dates if there is a window of time where the tickets are available. This is useful for Early Bird ticketing.

Next you can set the total tickets available. You can also set a minimum and a maximum number of this ticket type per order.

Example: A Paid event may require a minimum of 1 Family Ticket purchased. Then additional child tickets can be free.

General Admission

FREE	PAID

Ticket name

General Admission

➕ ADD DESCRIPTION

Ticket sale dates

Tickets will be on sale from the moment the event is published until the event ends., unless a custom on-sale date is set.

➕ SET CUSTOM ON-SALE DATES

Tickets price

Price

$ 10

➕ ADD TAX

Tickets quantity

Total Available	Max per order	Min per order
1000	10	0

☐ Livestream only

☐ Hide ticket type

➕ ADD TICKET TYPE

Paid Tickets

Paid Tickets require that your Jlive account is connected to Stripe.

See instructions [Connect to Stripe](#)

On paid tickets you may indicate if there are taxes included.

Transaction fees of 2.9% plus 30 cents per transaction are deducted from the net amount received by the organization. There is no ability to pass these fees on to the customer at this time.

Add-ons

Add-ons work just like Tickets but are generally used for things such as Dinner Vouchers, T-Shirts, Sponsorship Opportunities, Upgrades.

Add-ons may be "Redeemable" or "Non-redeemable". Redeemable means that a PDF voucher will be included in the Registration email. (Example: Dinner Voucher PDF)

"Non-redeemable" simply means that there will not be a PDF included in the email.