

Admin Site

How do I create/edit fee codes?

Navigate to setup>registration>fee structure and select the fee group that you would like to add/edit fee codes to.

Fee Structure

Season Type: Unassigned Click on a [Fee Group](#) below to view the [Fee Codes](#) associated with it. Add Fee Group

Registration (10 fee codes)

Fee Codes

Cal Ripken	
Rookies	
Babe Ruth Seniors	
Big League	
Trap	
Skeet	
Sporting Clays	
ANBL tryout	
New Fee Code	
test	

Add Fee Code

Edit Fee Group

Group Name * Registration

Payment Group * Registration

Required * Yes

Family Maximum (Enter 0 for None) \$ 0

Family Break * Yes

Season Type Unassigned

Fee Group Type Regular Registration

Save Cancel

Click the edit image next to the fee code that you would like to change.

You will be taken to a page showing you the information for that fee code. You can edit the information that appears here any way that you would like. Click update to save your changes.

Unique solution ID: #1074

Author: MYL

Last update: 2015-12-14 22:19