

Isolate a Specific Event Date/Time to Auto-Post Event Fees

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It is also possible to isolate a specific Event **Date** for posting differently than the Event **Type**. Example: The Event Type Dance Fever Birthday Party is set **Post Event Fee Per** = Family.

The screenshot shows the Jackrabbit Event Type configuration page for 'Dance Fever Birthday'. The 'Event Type: Dance Fever Birthday' title is highlighted with a yellow box. A yellow dashed arrow points from this title to the 'Post Event Fee Per' dropdown menu in the 'Transaction Details' section, which is currently set to 'Family'. Other fields include Name, Location (JRHC), Fee (150.00), Allow Enrollment For (Family), Minimum Age (7 years), Maximum Age (10 years), Cut Off Date, Category1 (Birthday Party), Category2, Category3 (Sat), Maximum Size (1), and Credit Card Required (Yes). The 'Transaction Details' section also includes Transaction Type (Birthday Party (Debit)), Sub-Type, and Transaction Note (Dance Fever Birthday party fee).

However, we'd like one date in this event (9/17/2016 3:30 pm) to post the enrollment fee by student.

1. On the **Event Type**, **Dates & Times** tab, locate the specific event date and click it to open the date's page. (In our example, we'd open 9/14/2016 3:30pm.)
2. On the **Summary** tab, change the **Allow Enrollment For** field. (In our example, we'd change this to **Student**.)
3. **Save Changes**.

The screenshot shows the Jackrabbit Event Date configuration page for 'Event: Dance Fever Party 9/17/2016 3:30pm'. The title is highlighted with a yellow box. The 'Enroll Existing Family' tab is selected. The 'Summary' tab shows the Event Type (Dance Fever Birthday), Description, Fee (150.00), Max Size (1), Booked By, and Location (JRHC). The 'Allow Enrollment For' dropdown menu is set to 'Student', which is highlighted with a yellow box. A note below the dropdown states: '(This affects Online Registration only and overrides the setting on the main Event Type page. "Family" enrolls the family and fills 1 event opening. "Students" enrolls the student(s) and fills 1 event opening per enrolled student)'. The 'Enrollment' tab is also visible.

While all the other dates in this Event will post the **Event Fee** by **Family**, this date will post the **Event Fee** by **Student**.

