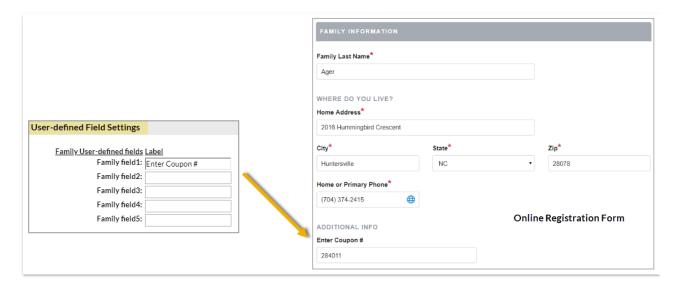
## Use a Promo Code or Coupon Code

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While coupons, promo codes, etc. cannot be automatically applied during online registration, you can use a few Jackrabbit features to get the job done!

## Add Coupons/Codes to Online Registration

From the Gear (icon) > Settings > General > User-defined Fields (left menu), label a Family User-Defined field as "Enter Coupon#". This will provide a text box on the Online Registration Form where the customer can enter the information.



## Post a Credit for the Promotion/Coupon

First, you have to identify any families that need to have a coupon credit posted to their account.

- 1. Go to Families (menu) > All Families.
- 2. Click the **Open filters** icon ( ) in the upper right.
- 3. Enter User Defined Fields in the search field.
- 4. Enter the Coupon # in the Enter Coupon # field.
- 5. Click **Apply**. The families that need to have a coupon credit posted to their account will display in the grid.
- 6. Follow the procedures outlined in Post a Credit Groupon Credit Example to apply the credit to the account.