

How to Checkout with a Coupon

Events may offer discounts to artists when paying for an application or purchasing booth products. Follow these steps to checkout with a coupon.

1. Click the My Cart icon in the upper right hand corner.



2. Add the product to your cart by clicking the green Add icon. If you are checking out for an application fee, it will be automatically added to your cart unless you had previously removed it.

ZAPP — JB's Training Event 2019 App ID: 1895672			
Booth Fee	08/23/2019	\$1.00	✓ Added

3. Review your quantities in section 2, Update Quantities, to ensure you are purchasing the correct number of each product. Then click Next Step.
4. In section 3, Add Coupons, type the coupon code into the text box under the Coupon column and click Apply. You will see your discount applied here.

Checkout

1 Products

2 Update Quantities

3 Add Coupons

Item	Unit Price	Qty	Coupon	Total
ZAPP — JB's Training Event 2019 App ID: 1895672	\$1.00	1	100% OFF \$0.00	
				Apply

My Cart

ZAPP — JB's Training Event 2019
App #1895672
Booth Fee 100% OFF
Quantity: 1 \$0.00

ZAPP — JB's Training Event 2019
App #1895673
Booth Fee
Quantity: 1 \$1.00

Cart Subtotal: \$1.00

5. Check out as normal. If your balance due is \$0, you still need to complete checkout by clicking Next Step and then Checkout Free Items.

4 Payment Information

Item	Qty	Total	Payment Method
ZAPP DO NOT APPLY - North Pole Arts Festival 2019 - DEMO DO NOT APPLY! App ID: 1918418			
Jury Fee - Created by local admin	1	\$0.00	No Payment Necessary

Pay with:

Total: \$0.00

Checkout Free Items

6. Once you have purchased your discounted product(s), ZAPP will email you a receipt and the purchase will also be visible under the application on your My ZAPPLications page.

Payment Receipt ✕

Item	Qty	Coupon	Total
ZAPP Dream Art Fair 2019 Demo - DO NOT APPLY App ID: 1744629			
DO NOT APPLY - The Application Fee	1		\$0.00
Total:			\$0.00

This is your receipt. A copy was also emailed to you.

Date: November 2nd, 2018 Time: 2:55 pm

Any questions about this transaction should be directed to the show administrator:

ZAPP Dream Art Fair 2019 Demo - DO NOT APPLY

Email: zapphelp@westaf.org

Phone: 303.629.1166