

Entering Offline Ticket Sales

Category: Offline Raising

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Reading Time: 1 min

There are no fees on Offline Ticket sales.

Any funds you collect by **check** or **cash** during or after your campaign are all yours; **you keep 100% of Offline Ticket Sales!**

Entering your Offline Ticket sales in the Dashboard allows you to track your Offline Ticket sales in reports along with your *Online* sales.

To enter or record an Offline Ticket that was sold, go to **Reports → E-Commerce → Tickets**, and click the "**Offline Ticket**" button.

The screenshot shows the MyFunRun dashboard interface. On the left sidebar, the navigation menu includes Home, Tutorial, Resources, Site Builder, Administration, Promote, Reports, E-Commerce, Archives, Transactions, Sponsorships, Donations, Paid Registrations, P2P Donations, Fundraising, My Account, Custom Forms, and Alternate Goals. The 'Reports' and 'E-Commerce' items are highlighted with red boxes, and the 'Tickets' item under 'E-Commerce' is also highlighted. In the main content area, the 'Tickets' section is active, showing a summary of ticket sales. A red arrow points to the 'Offline Ticket' button, which is also highlighted with a red box. Below the summary, there are filters for tickets and an actions guide.

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<https://myfunrun.com/demo-website-premium>

Tickets
View the tickets report of your website.

Offline Ticket Download

TICKET SALES

\$0.00 Online total	\$0.00 Net	0 Tickets	\$0.00 Offline total	\$0.00 Total
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FILTER YOUR TICKETS

Type Ticket Archive Date range

Show all Show all Show unarchived tickets Select a "From" date and a "To" date

Make use of the calendar picker and then click on Apply.

Actions Guide
Use the icons below to manage tickets. Here's what each button does:

- To view ticket history, click the history icon.
- To view ticket details, click the view icon.

Select the ticket and complete the form.

- Home
- Tutorial
- Resources

[Site Builder](#)[Administration](#)[Promote](#)[Reports](#)[E-Commerce](#)[Archives](#)[Transactions](#)[Tickets](#)[Sponsorships](#)[Donations](#)[Paid Registrations](#)[P2P Donations](#)[Fundraising](#)[My Account](#)[Custom Forms](#)[Alternate Goals](#)

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Offline Ticket

Choose a ticket to proceed.

[Home](#) > [E-Commerce](#) > [Tickets](#) > Offline Ticket

Show 100 entries

Search:

Actions	Ticket	Price	Sold	Status
	Ticket Buyer	\$5.00	0	ENABLED
	Ticket Organizer	\$5.00	0	ENABLED
	Free Ticket	Free	0	ENABLED
	Ticket - Sold Out	Free	0	ENABLED

Showing 1 to 4 of 4 entries

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