



# GAMEDAY

## Successful Registration Email Message

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Admins have the ability to input information relevant to the organisation for members to view after they have successfully registered; this is called a **Registration Success Email**.

Once a member has registered successfully via the form, they will receive this information in an email.

**NOTE:** this registration success email will be sent to the email address listed on the basic information page when filling out the registration form so please make sure members use the same email address as the one on their account so they receive the Payment Receipt as well as this email - if they have two different emails listed, one will get sent to one email and one will get sent to the other.

1. Go to **Products & Forms**.
2. **Edit** the relevant registration form.
3. Go to the **Messaging & Notifications** tab.
4. Within the **Registration Success Email**, input the information that you would like members to receive once they have registered.

You can include information about who is the primary contact at the organisation, season start and end dates or any other generic information you would like members to be made aware of once registered.

You have the ability to choose if you want this email to send to member upon successful completion of the registration form. Tick this checkbox if you want this email to be sent to members.

## Email Notifications

Registration Success Email

Invoice Email

## Form Messaging

Form Welcome Message

Form Confirmation Message

## Registration Success Email

 Send registration success message via email

## Subject \*

Successful Registration for GameDay Training



## Message

Paragraph

**B***I***Success Rego to GameDay Training.**

For more information regarding registrations or our rules and regulations please contact:

- Test Person
- Email: test@test.com

5. Once happy click **save**.

**NOTE:** the Payment Receipt uses a standard template, however the organisation details will be reflected based on your organisation when a member successfully registers. This Order Confirmation email containing the Payment Receipt will be sent to the email address of the login account holder. If a member record has a different email, the registration success email will be received by the member, but the login account holder email will receive both the registration success email and the order confirmation email containing the payment receipt

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