

How do I resend a QR Code ticket?

Last Modified on 24/06/2024 4:49 pm AEST

If your organisation uses GameDay Events, participants may receive a QR Code ticket that can be used to scan entry into the event, which is subsequently logged in the Attendance Tracking section of the event in GameDay.

Note: QR Code tickets can only be re-sent if the order status is Paid

To resend a QR Code ticket to an Event participant:

1. In the left-hand menu, open the Finances section, then select FINANCES



2. Find the relevant paid Order, then click **VIEW**

Orders	Settlements							
Send E Send Paym	mail ent Request		Star	t Date	→ End	Date 🗸	All Sources V	Paid v
Date		Order Details	Order	Number	Amount	Status	Source	Action(s)
June	15th 2022, 5:32 pm (AEST)		16712	64	0.00	Paid	Membership Form	View
June	15th 2022, 4:36 pm (AEST)		16712	60	0.00	Paid	Membership Form	View
June	9th 2022, 4:57 pm (AEST)		16707	46	0.00	Paid	Membership Form	View
June	9th 2022, 4:50 pm (AEST)		16707	43	\$ 20.00 AUD	Paid	Membership Form	View
June	7th 2022, 10:58 am (AEST)		16704	48	\$ 215.00 AUD	Paid	Event Form	View

3. Open the **ACTIONS** menu in the top-right corner

← Back Order - 1924347								Void Order
Paid February 27th 2024 4:06	Spm(AFDT)						AII	100111: \$ 25.00 AOD
	pin(AEDT)						Account Email:	ource: Event Form
Order Items Transaction	าร							
							Q Type to Search	Ö
Order Item Number Pro	oduct Name	Product Type	Quantity	Unit Price	Total Price	Promotional Discount	Total Discounted Price	Status
Ga 8a 2466192 Ca Pla	ameDay asketball arnival - ayer Entry	Event	1	\$ 25.00 AUD	\$ 25.00 AUD	\$ 15.00 AUD	\$ 10.00 AUD	Paid

4. Click the **EMAIL PAYMENT RECEIPT** button

← Back							Void Order 🗸 🗸
Order - 1924347						Email Payment Rece	ipt
Paid February 27th 2024, 4:06 pm (AEDT)						ŝ	Source: Event Form
						Account Email:	
Order Items Transactions							
						Q Type to Search	Ö
Order Item Number Product Name	Product Type	Quantity	Unit Price	Total Price	Promotional Discount	Total Discounted Price	Status
GameDay → 2466192 Carnival - Player Entry	Event	1	\$ 25.00 AUD	\$ 25.00 AUD	\$ 15.00 AUD	\$ 10.00 AUD	Paid

The participant will then receive their payment receipt and QR Code ticket at the email address associated with their GameDay account.

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