

# Procedure for QR Code Sale

- Have the customer scan the QR code with their phone.
- For iPhone it will take them directly to sales page; For Android it will ask how you want to open the QR code or in what browser and will give you choices.
- Drop Down will appear for Silverdale Rotary Foundation 2025 Duck Ticket
- Drop Down choice will be: Single Ticket for \$10 or Quack Pack for \$35
- Customer chooses their response
- It will prompt for the quantity. The maximum purchase for each type of ticket has been set to 25.
- Once the customer enters the quantity, they will see the following options for payment:
  - PayPal
  - Venmo
  - Pay Later (Note: DO NOT USE THIS OPTION)
  - Debit or Credit Card
- Customer chooses how they want to pay
- Customer chooses “complete purchase”
- Customer will see a screen that says, “Thank You for Your Payment” and that screen will show them what they purchased and the amount. The screen will say “Single Ticket \$10, etc.
- **BEFORE YOU RELEASE THE TICKETS TO THE CUSTOMER, HAVE THEM SHOW YOU THE COMPLETED PURCHASE SCREEN AND VERIFY THAT THEY HAVE CHARGED THE CORRECT AMOUNT FOR WHAT YOU HAVE SOLD THEM.**
- On the credit card area of the ticket stub that remains with you, please write “QR” in that section, so Duck Central will know that the person paid with a QR Code.

## **Procedure for Credit Card Sale**

- Fill out ALL information requested in the Credit Card Section of the Ticket.
- **Cards cannot be processed electronically without street number and zip code.**
- Either fill that part of the form out yourself or make sure the customer writes legibly. We can't process it if we can't read it.

**For either method above, fold up the right side of the stub to stick up from the pack when turning in tickets. This will alert Duck Central that credit/debit or QR Code payment method was used for the transaction. Enter “QR Code” sales on the turn in envelope as “QR Code” and “Credit/Debit Card” sales on the turn in envelope as “Credit”.**