Exchange Rates

Last Modified on 12/05/2022 10:06 pm EST

This option is where you can define a specific library of Exchange Rates for the current event you are working in.

This library is used when you plan to open registration to attendees paying in different currencies. Here, you are able to create a library of different currencies you plan to use, and assign the default currency symbol used for each currency.

A default library of Exchange Rates is set up at the Application Setup, or Global level. Here, you will create a specific library of Exchange Rates drawing from your global library.

Simply add the appropriate exchange rates from your library. You will also enter the current or (defined by you) the desired exchange rate for this currency for the current event. The Calculated exchange value is displayed.

Note: For any aspect of your event that collects fees, you can assign the appropriate exchange rates and even override them on a specific item basis.

