

What is the Payment Section Visibility option?

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In any **Payment Information** section, within a form such as Ticketing, there is a selection called Payment Section Visibility. This allows you to have a form that can be submitted with or without a monetary value. For example, if you had a ticketing form that offered both Free and Paid tickets on the same form, this function will make that process easy.

The screenshot displays the 'Payment Information' configuration page in the GiveSmart Fundraise interface. On the left is a navigation menu with items like 'Main Menu', 'Keyword', 'Activity Landing Page', 'Online Forms', 'Confirmation Page', 'Mobile Experience', 'Fulfillment', 'Fundraising Thermometer', and 'Enter Offline Donation'. The main content area is titled 'Payment Information' and contains several settings:

- Section Heading:** A text input field containing 'Payment information'.
- Enable PayPal as a payment method:** A toggle switch set to 'Enable'.
- Default Payment Method:** A dropdown menu currently showing 'Credit Card'.
- Charge Processing Fee:** A toggle switch set to 'Hide', with a link to 'Use shared settings'.
- Payment Section Visibility:** A checkbox labeled 'Hide the payment information section unless the Total Amount is greater than \$0.00.' which is checked. A tooltip above it reads: 'The payment information section will not be visible unless a paid option is selected by the user. For example, if you are offering both free and paid options on the same form.' There is also a link to 'Use default settings'.

Note: You can use this feature to essentially test a payment form from start to finish, without committing to a donation or payment. Turn **Payment Section Visibility** on while you test and demonstrate your donation form, and just make sure to turn it off when you are ready to start using your form (if you were using it only for testing).

By putting a check beside "Hide the payment information section unless the Total Amount is greater than \$0.00." then the payment section asking for a credit card or PayPal will not appear if the amount is \$0.00, so your supporter can still enter their information and order free tickets. The Payment Section will appear any time the total is more than \$0.00, such as with the purchase of a paid ticket, adding a donation to the order form, etc. so your supporter can process their payment.