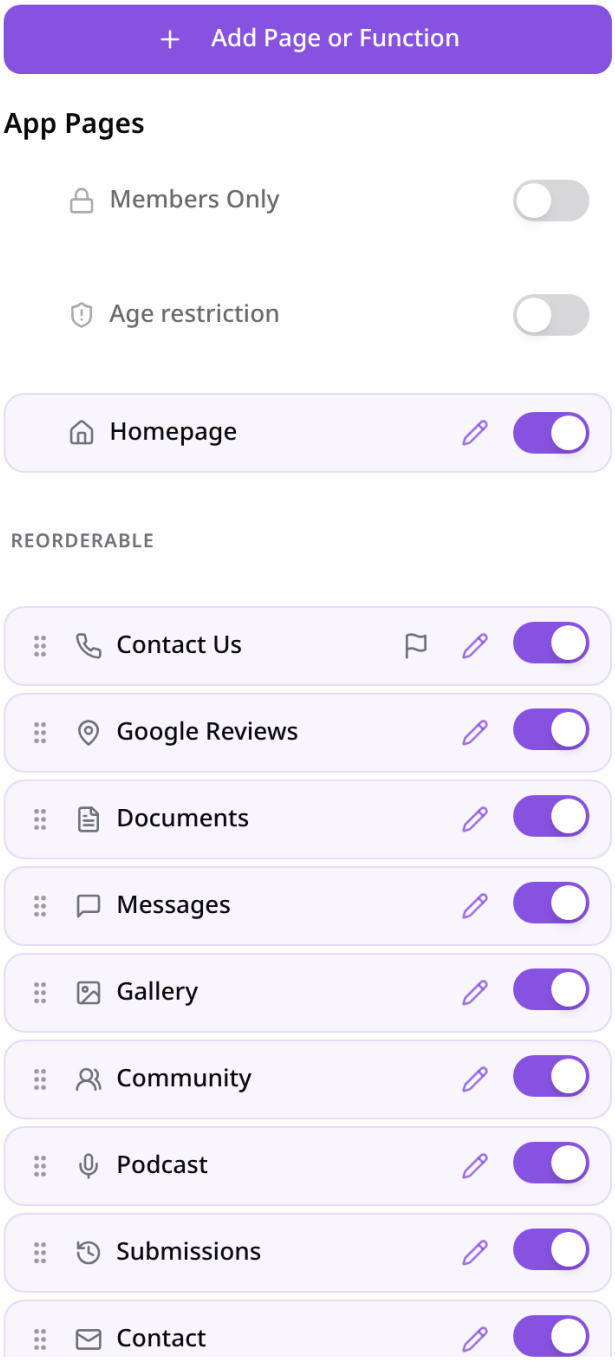
Set up Referral Vouchers

1. Open Pages

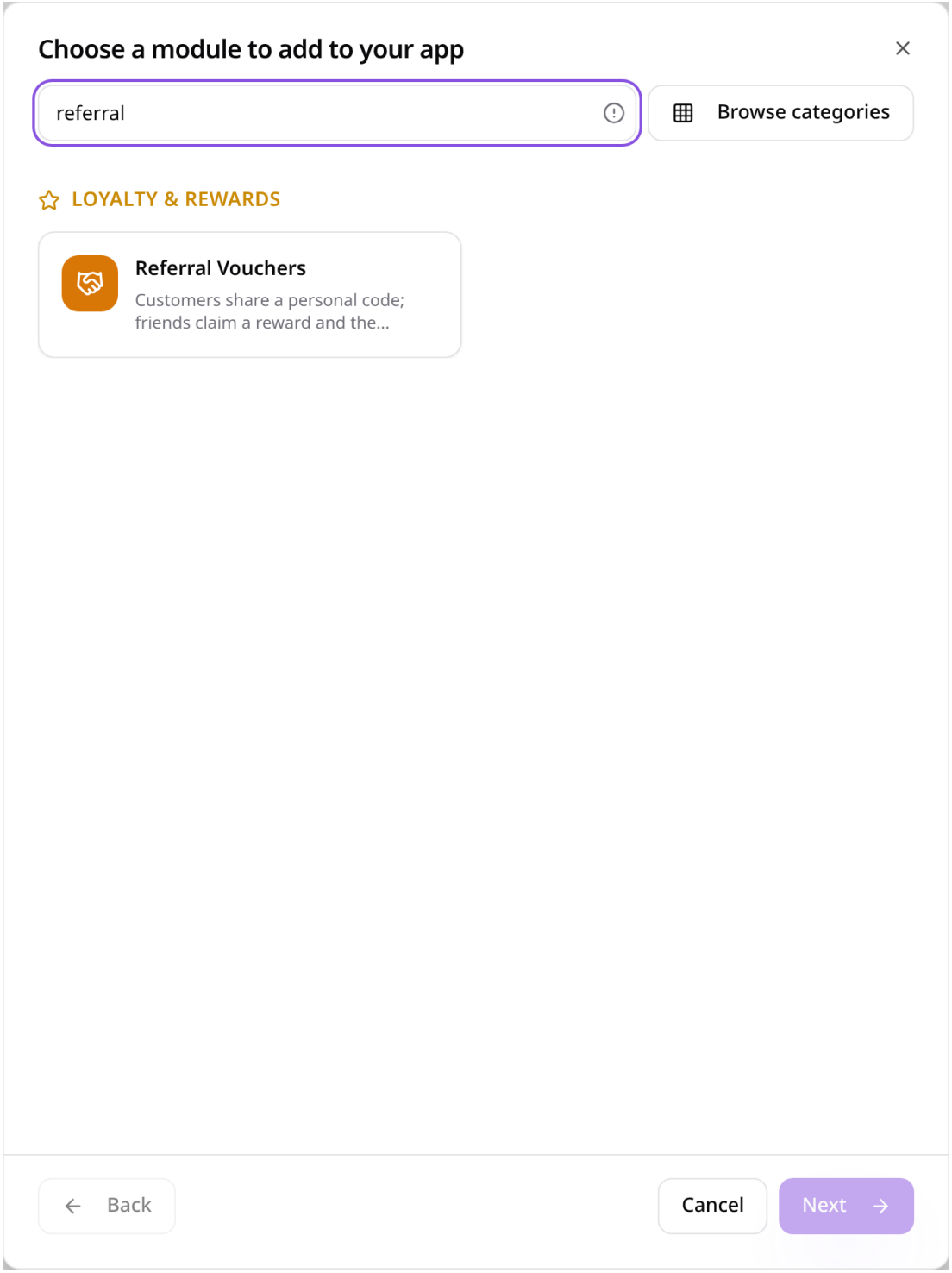
In your app editor, open Pages and tap Add Page or Function.



Set up Referral Vouchers

2. Choose Referral Vouchers

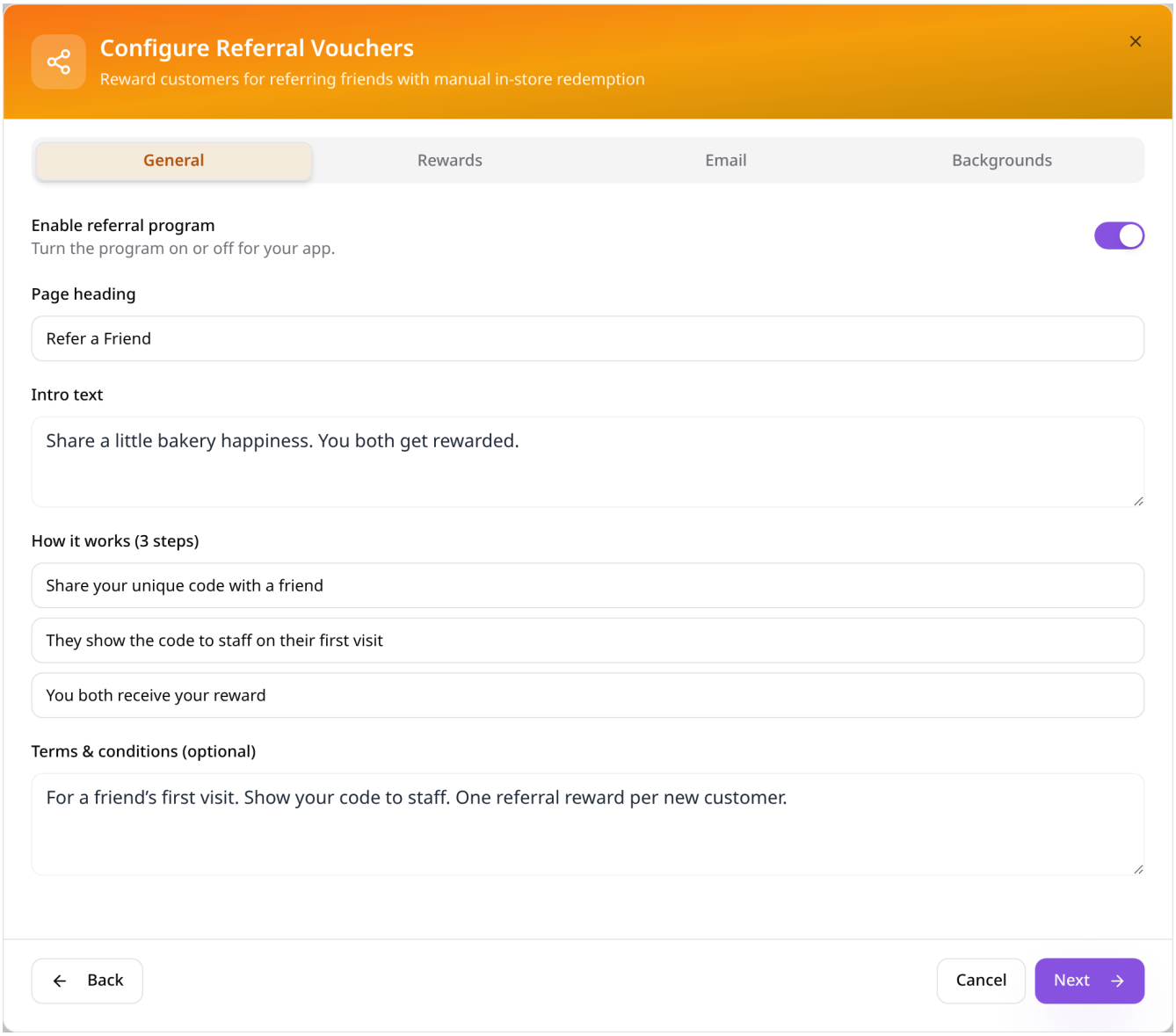
Search “referral” and choose Referral Vouchers.



Set up Referral Vouchers

3. Explain the program

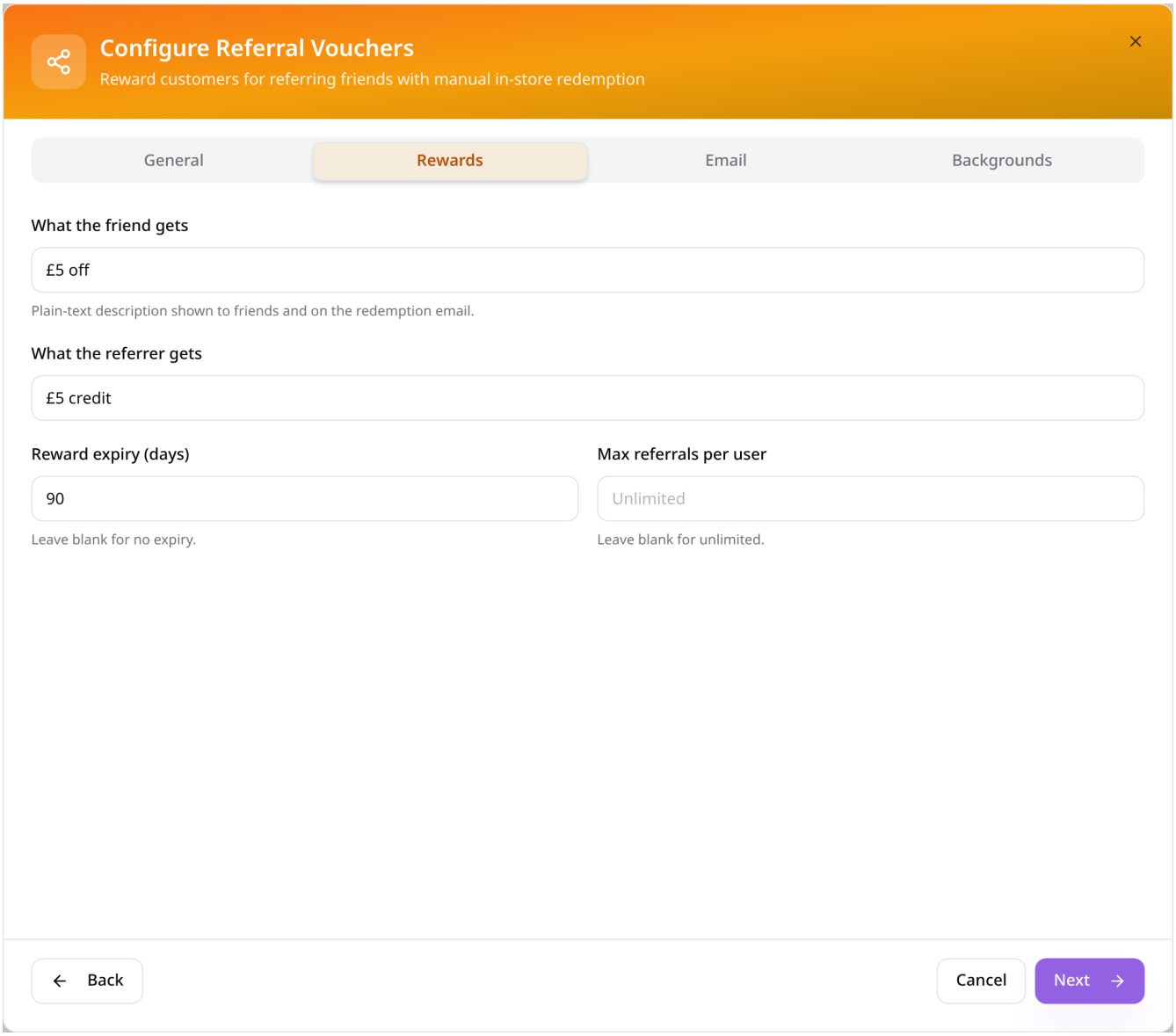
On General, enable referrals and set the heading, introduction, three instructions and terms; tap Next.



Set up Referral Vouchers

4. Set both rewards

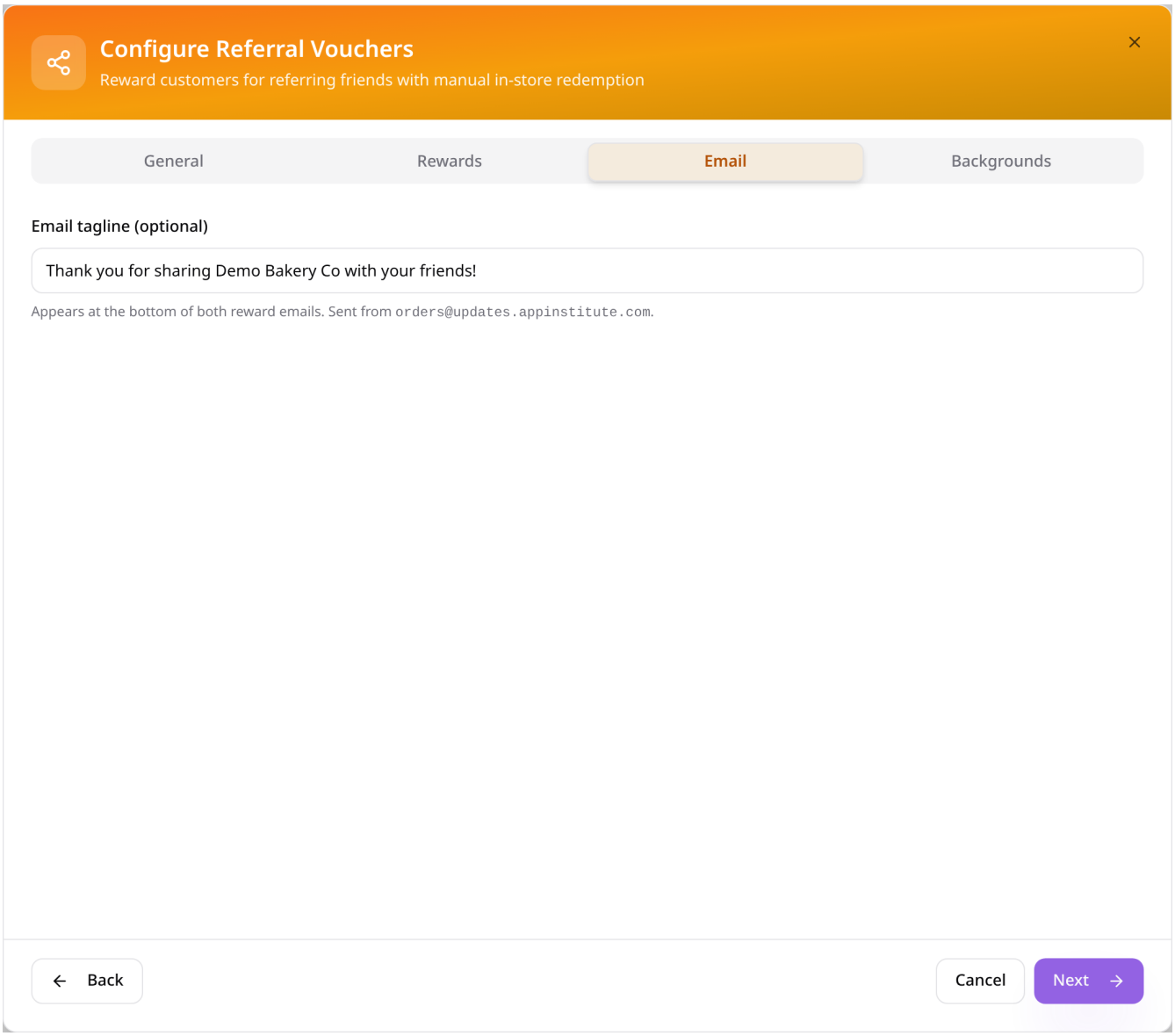
Enter what the friend gets and what the referrer gets, choose expiry and referral limits, then tap Next.



Set up Referral Vouchers

5. Add an email tagline

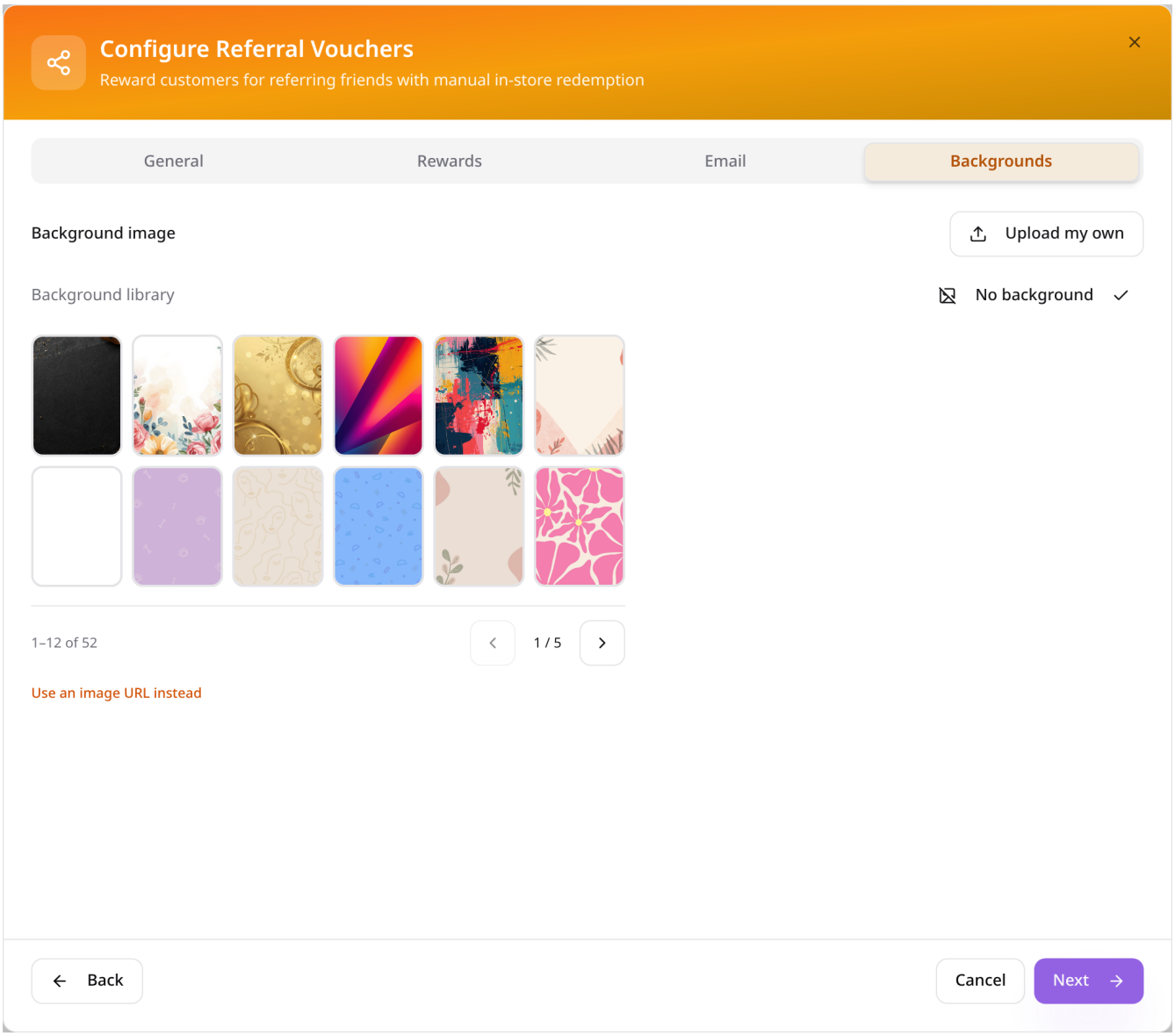
Add an optional line for reward emails and tap Next to continue.



Set up Referral Vouchers

6. Browse backgrounds

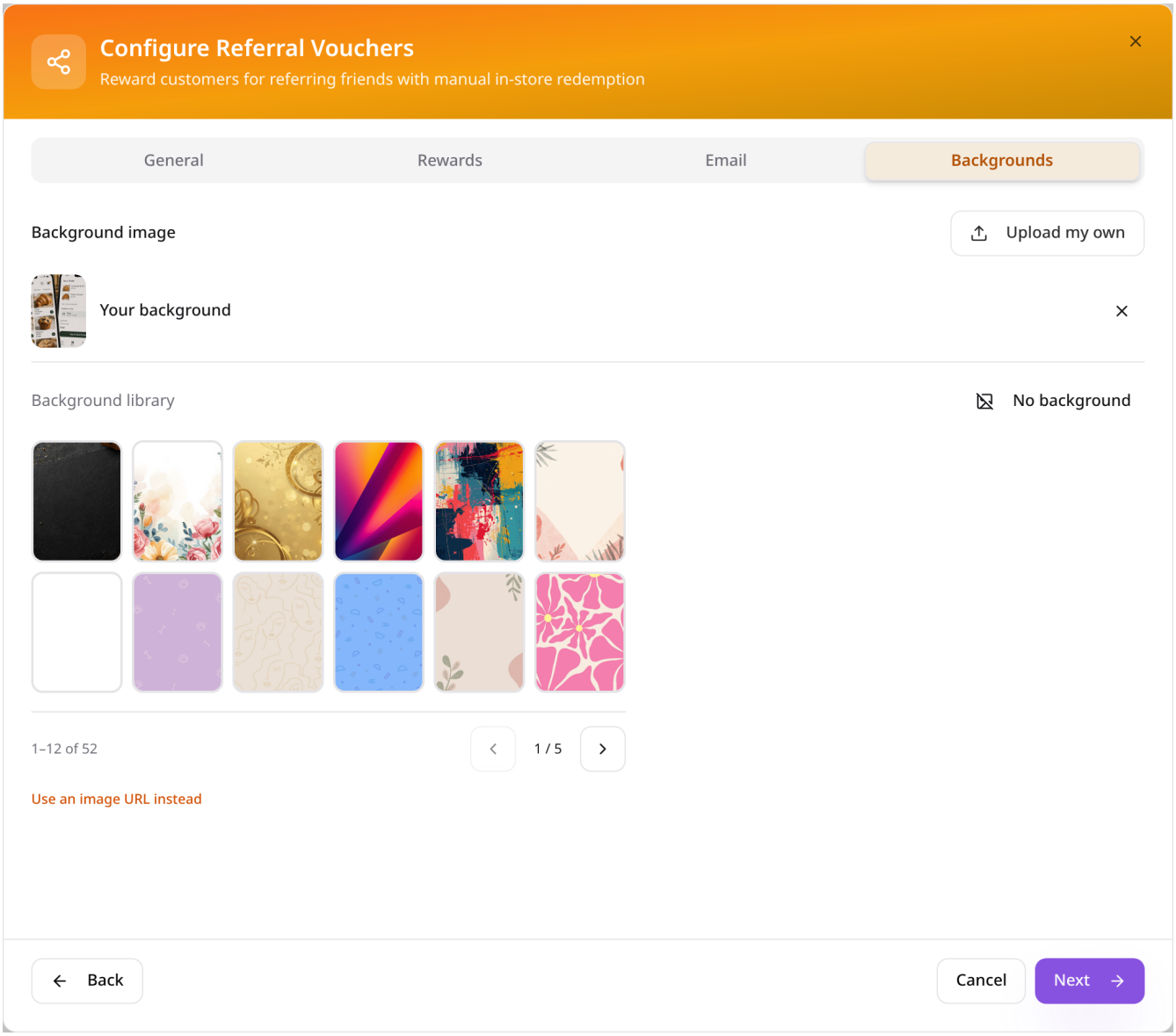
Use the background library arrows to browse, or choose No background.



Set up Referral Vouchers

7. Upload your own photo

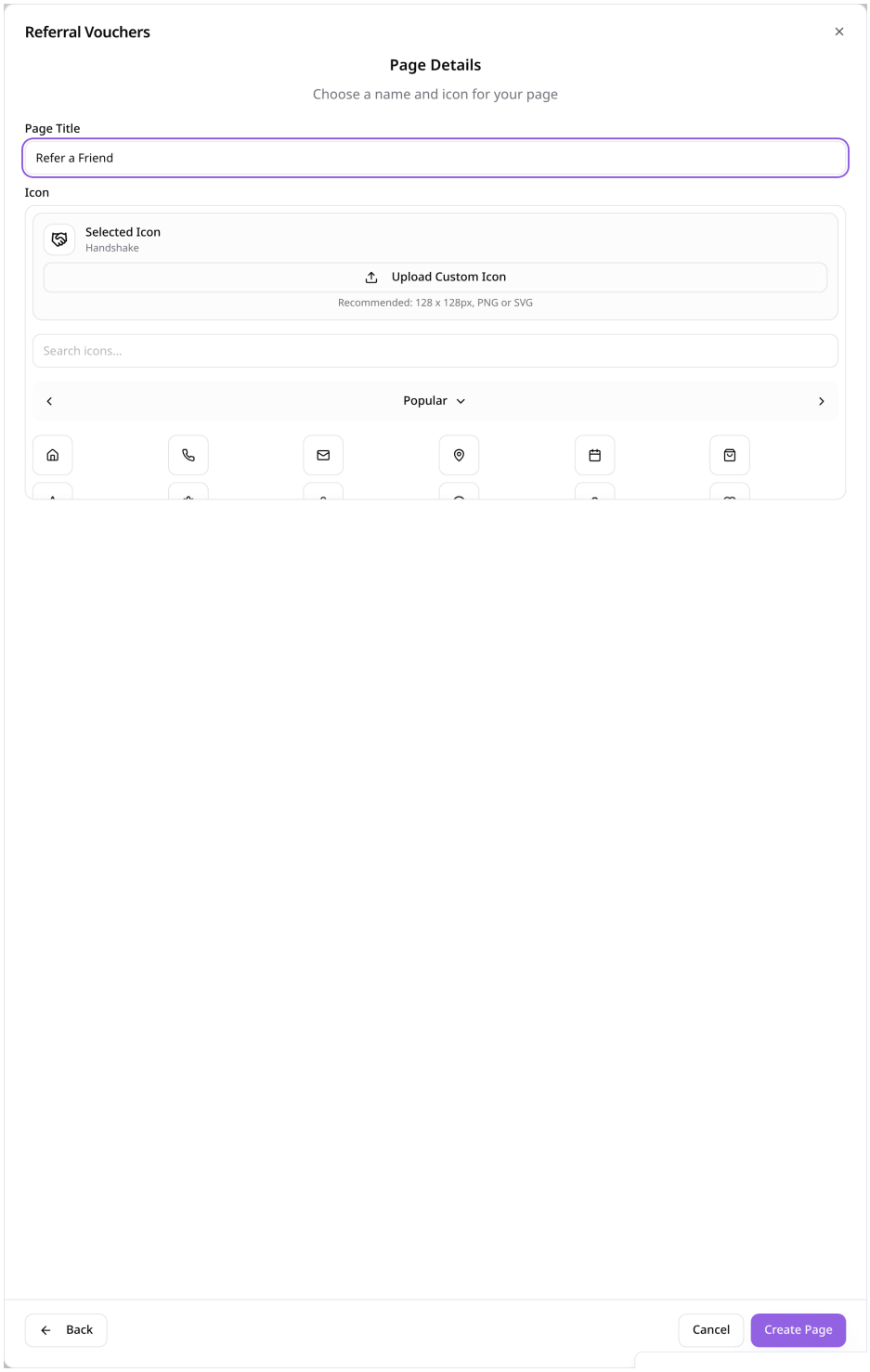
Tap Upload my own, choose an image and check its preview; tap Next to save all four tabs together.



Set up Referral Vouchers

8. Create the page

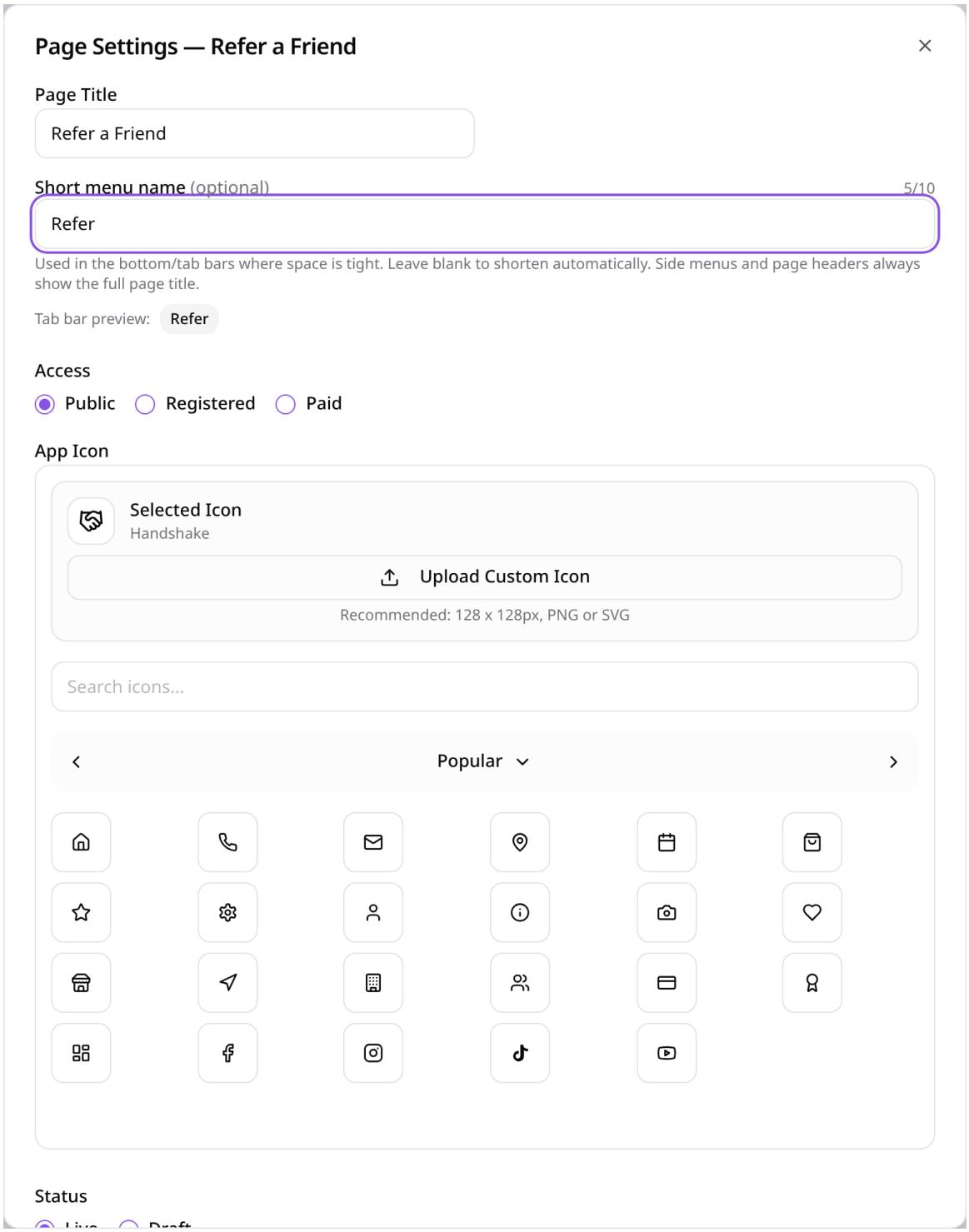
Enter a page title, keep or choose the Handshake icon and tap Create Page.



Set up Referral Vouchers

9. Give the tab a short name

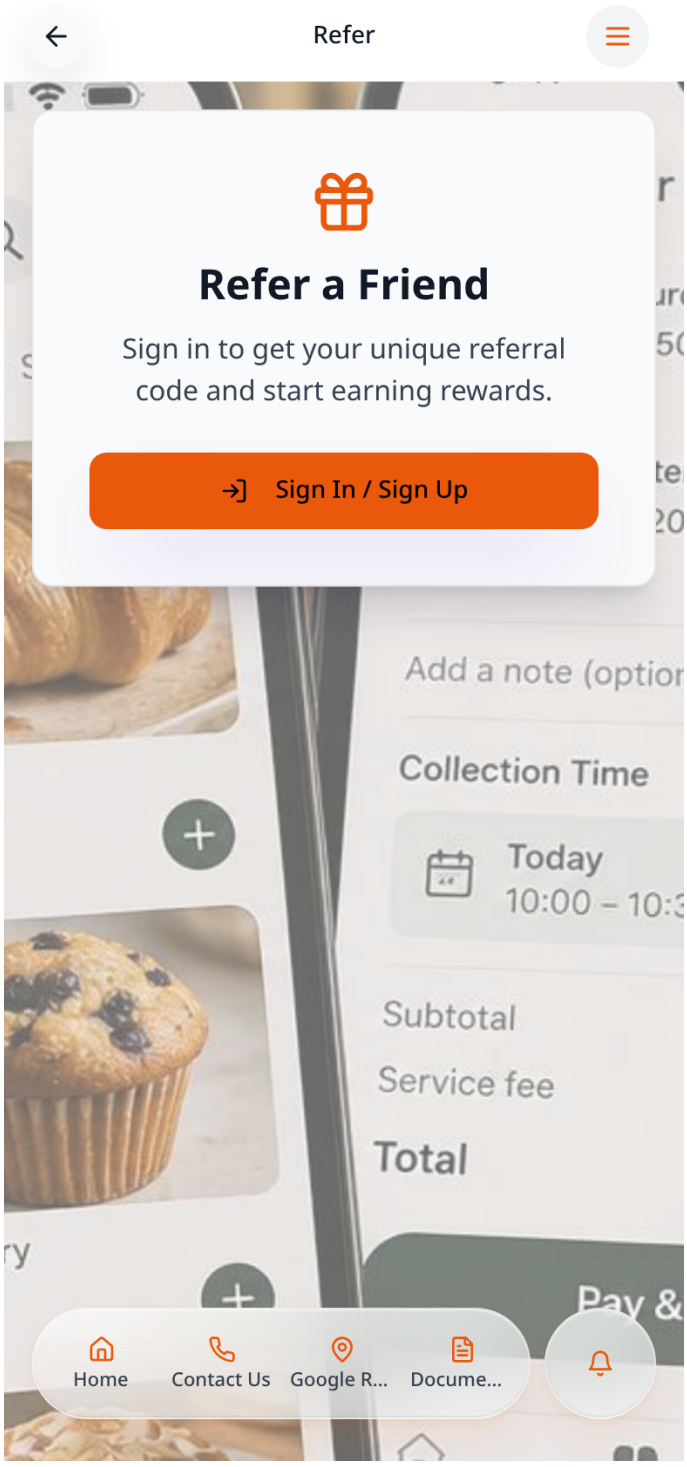
Open Edit Page Settings, enter a short menu name such as Refer and tap Save Settings.



Set up Referral Vouchers

10. Open referrals in the app

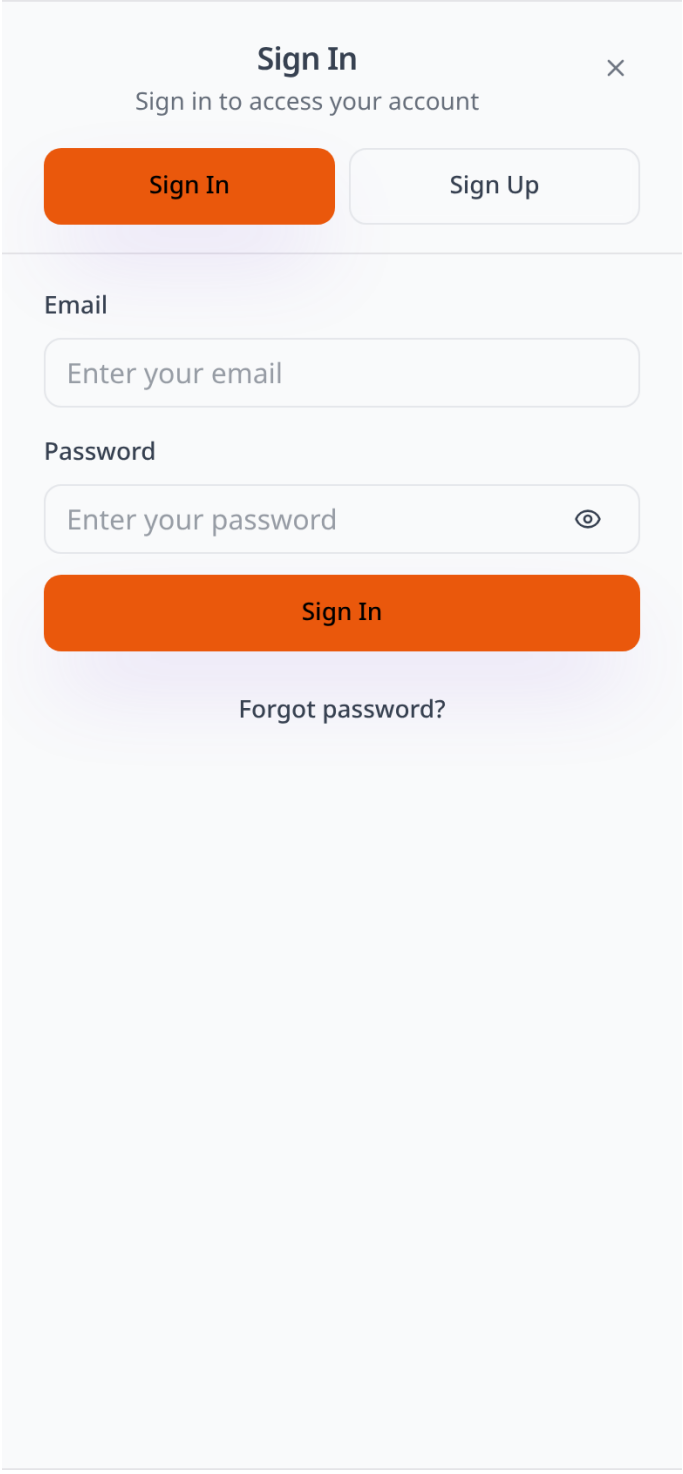
Customers open the page and tap Sign In / Sign Up to get started.



Set up Referral Vouchers

11. Use a customer account

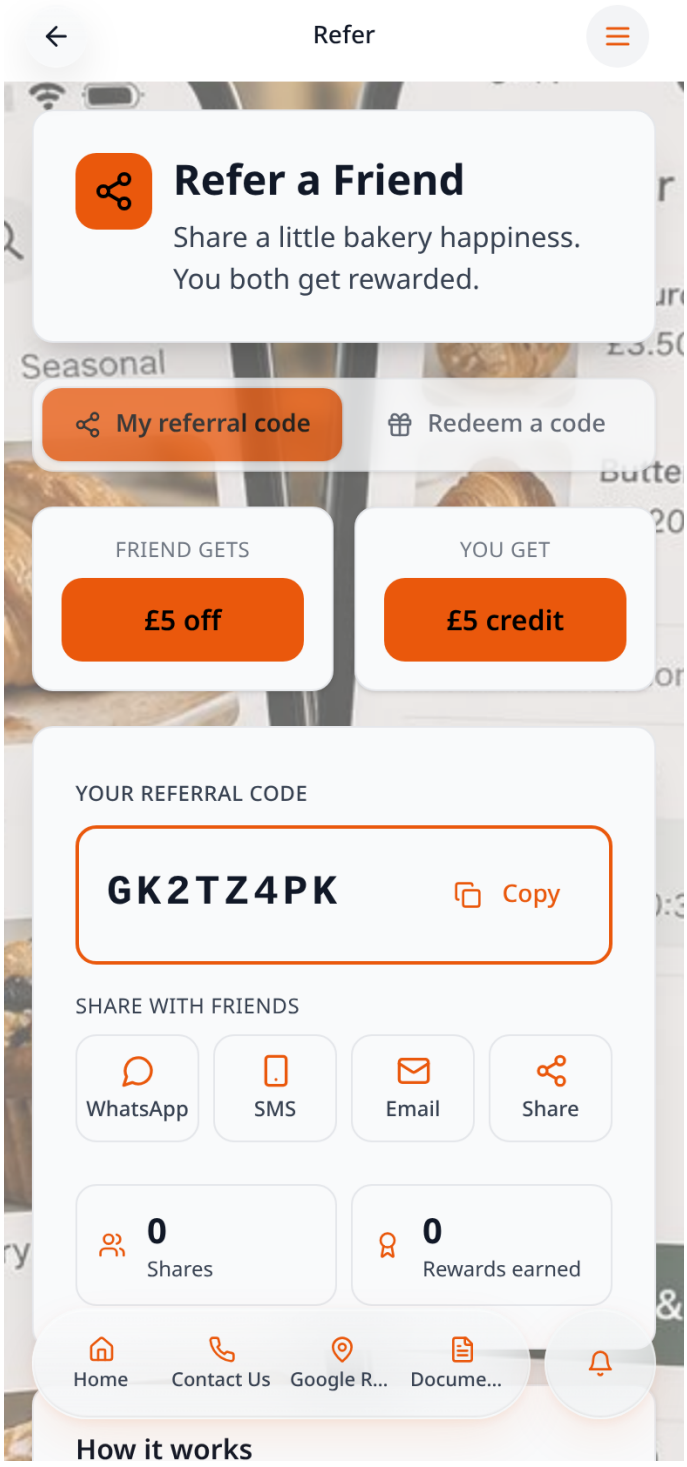
Customers sign in or select Sign Up; their app account is separate from your editor login.



Set up Referral Vouchers

12. Generate and share a code

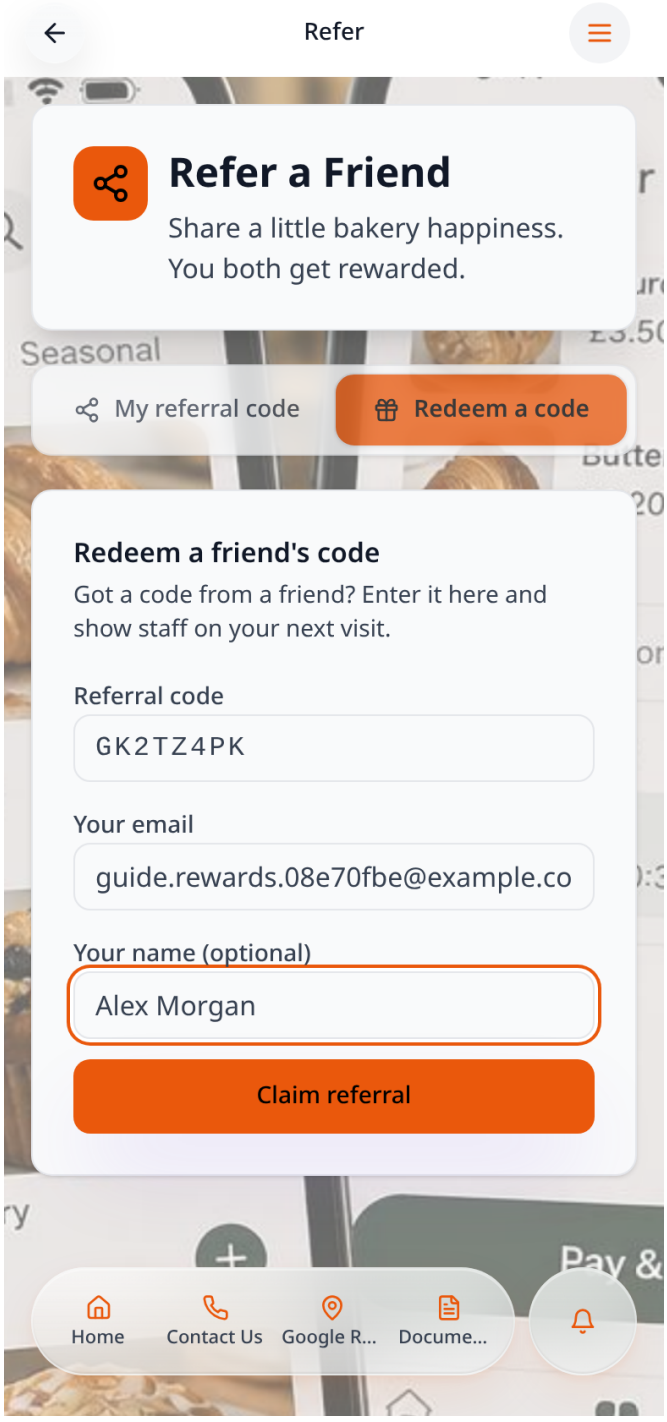
After signing in, tap Get my referral code, then copy it or choose a sharing option.



Set up Referral Vouchers

13. A friend claims the code

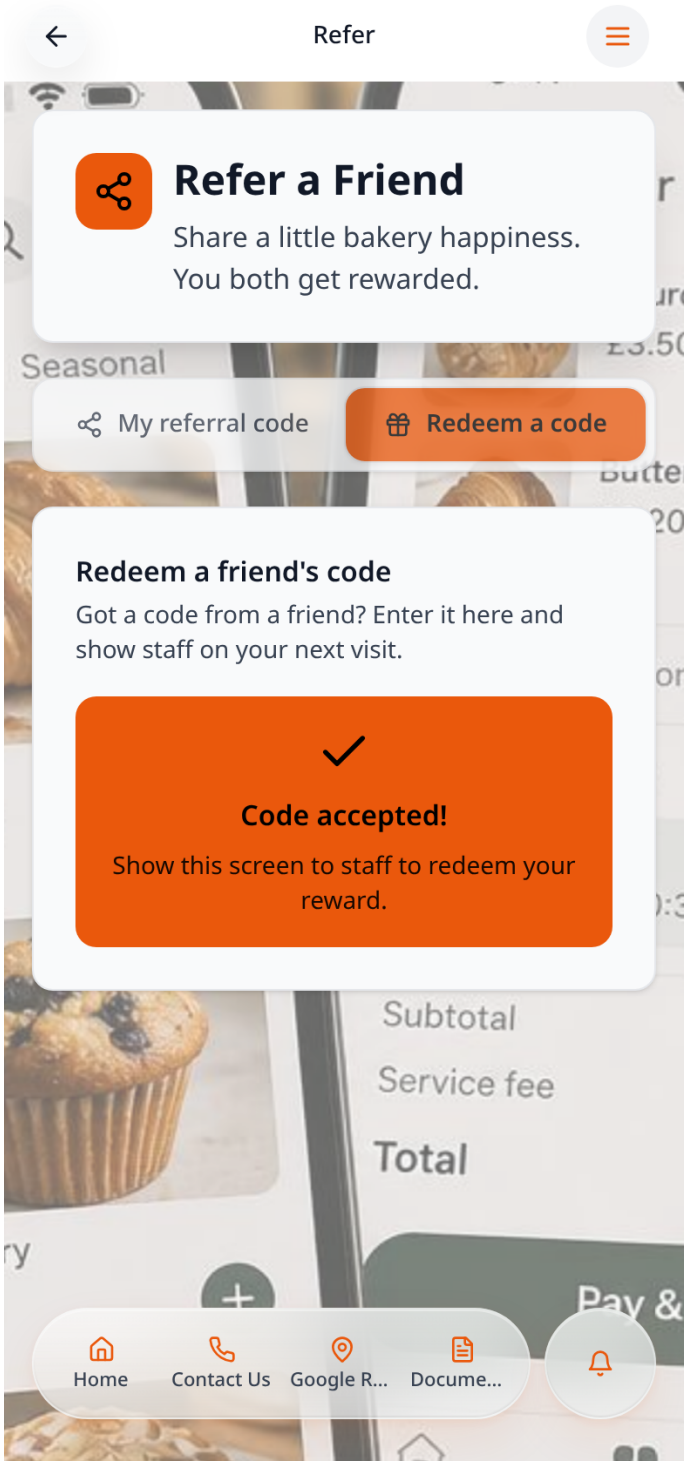
The friend signs in, opens Redeem a code and enters the code, email and optional name before tapping Claim referral.



Set up Referral Vouchers

14. Show staff the accepted claim

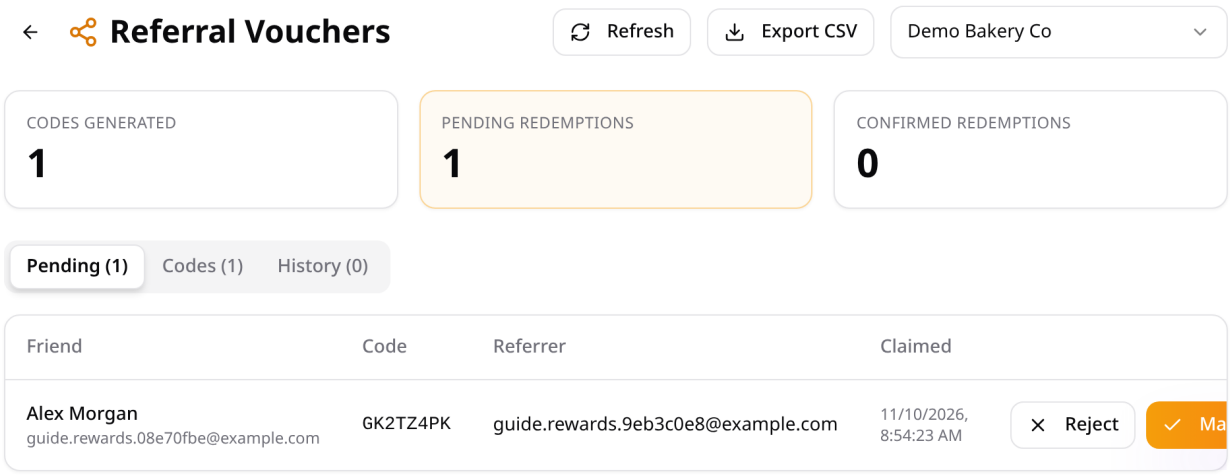
The friend shows the Code accepted screen to staff on their visit.



Set up Referral Vouchers

15. Confirm the visit

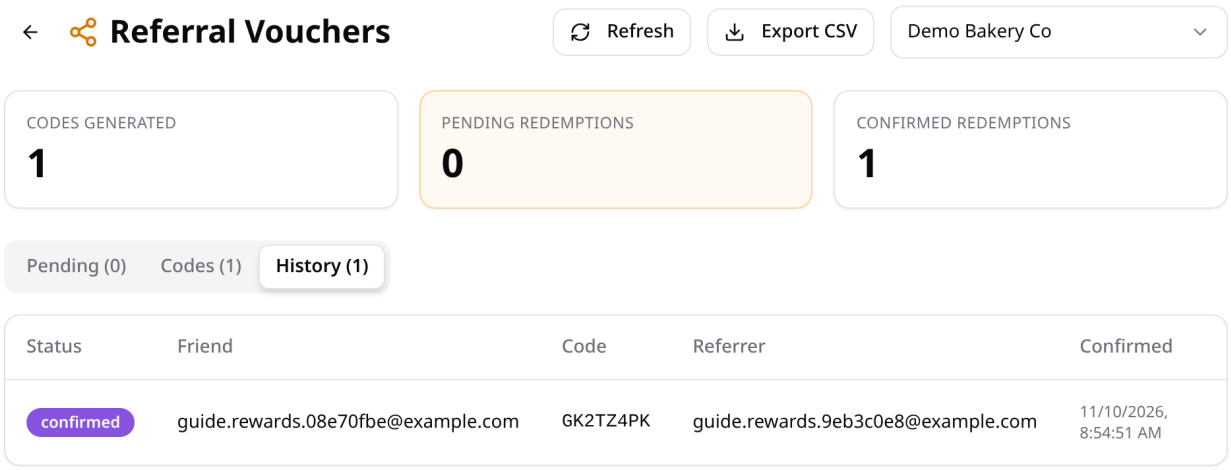
In Data Manager, open Referral Vouchers and tap Mark redeemed for the genuine visit, or Reject an invalid claim.



Set up Referral Vouchers

16. Check confirmed history

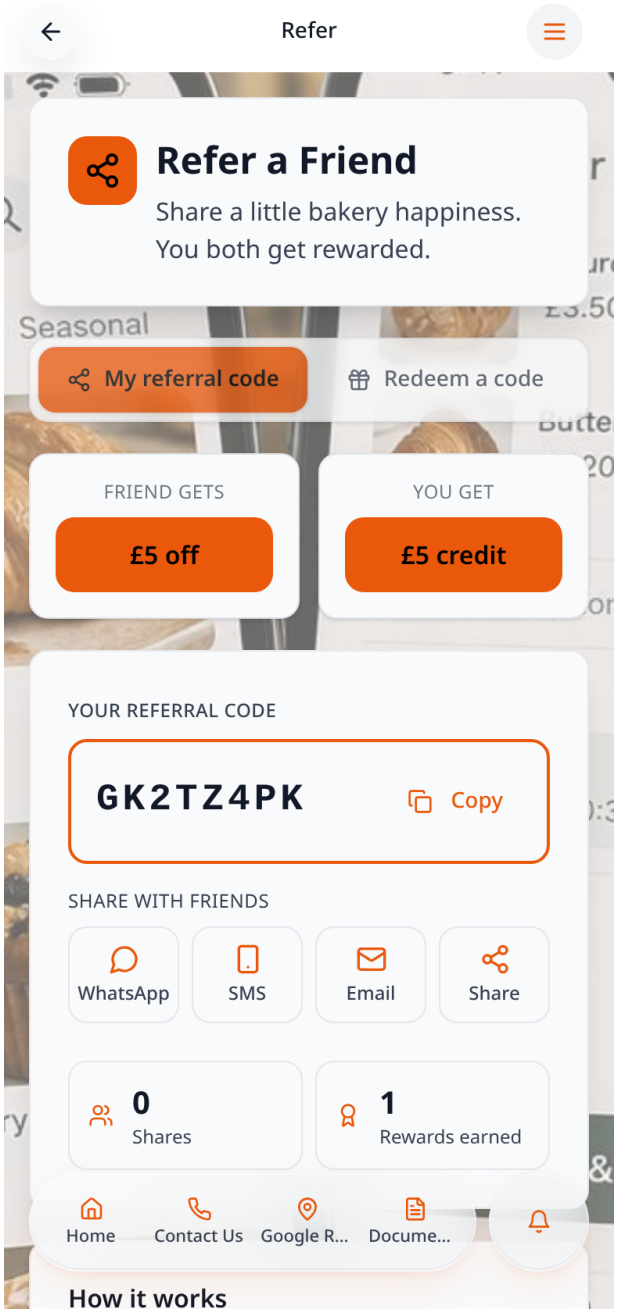
History shows confirmed claims; confirmation triggers the friend and referrer reward emails.



Set up Referral Vouchers

17. See the referrer’s reward count

The referrer’s page now shows the earned reward alongside their sharing code.



Referrals are confirmed by staff in store—not applied as an automatic checkout discount. Codes, pending claims and confirmed history are available in Data Manager.