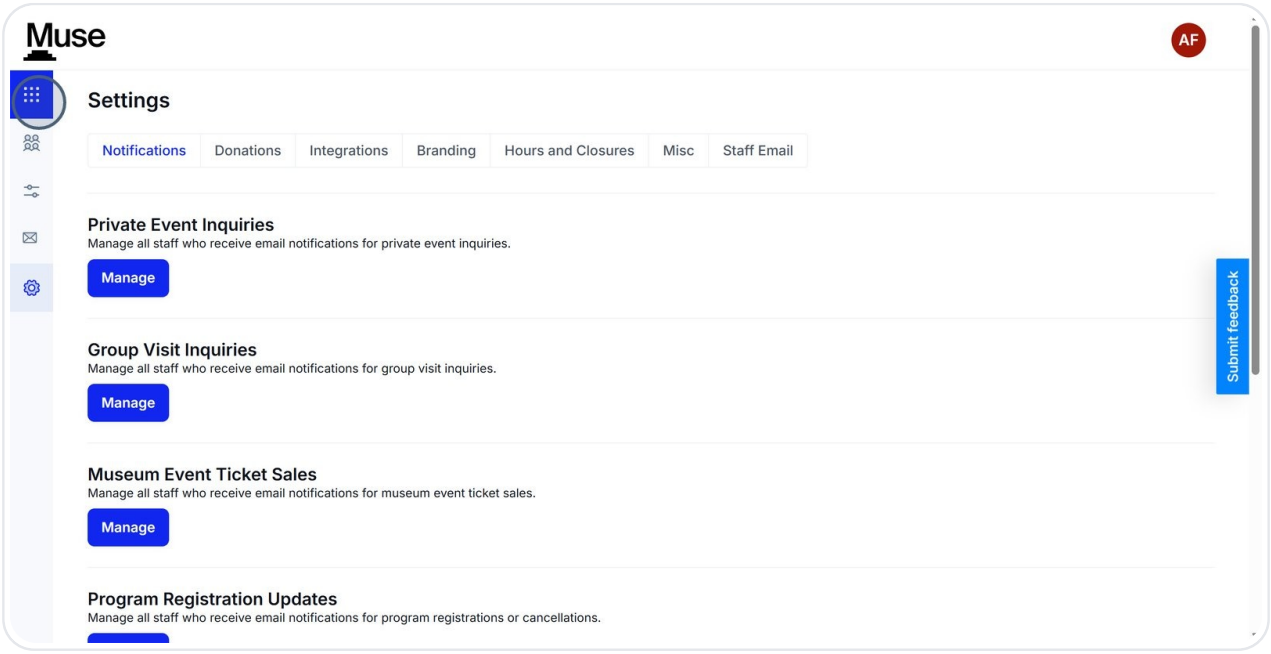
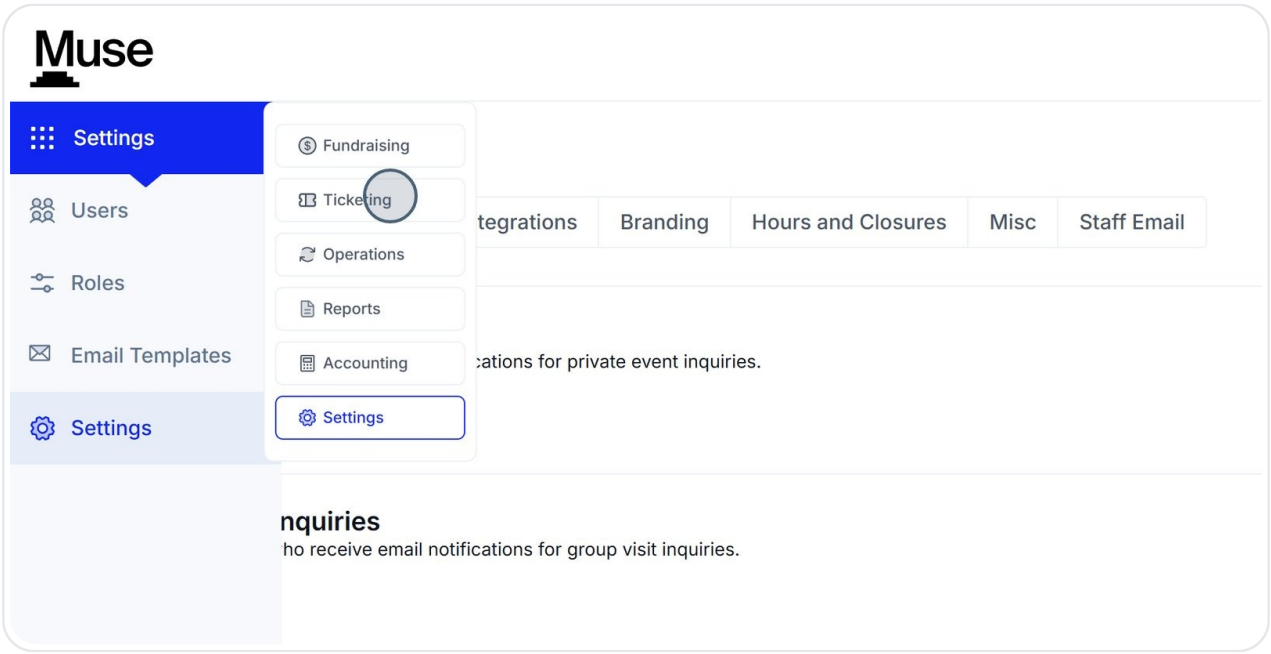
Muse

Create a New Membership Level

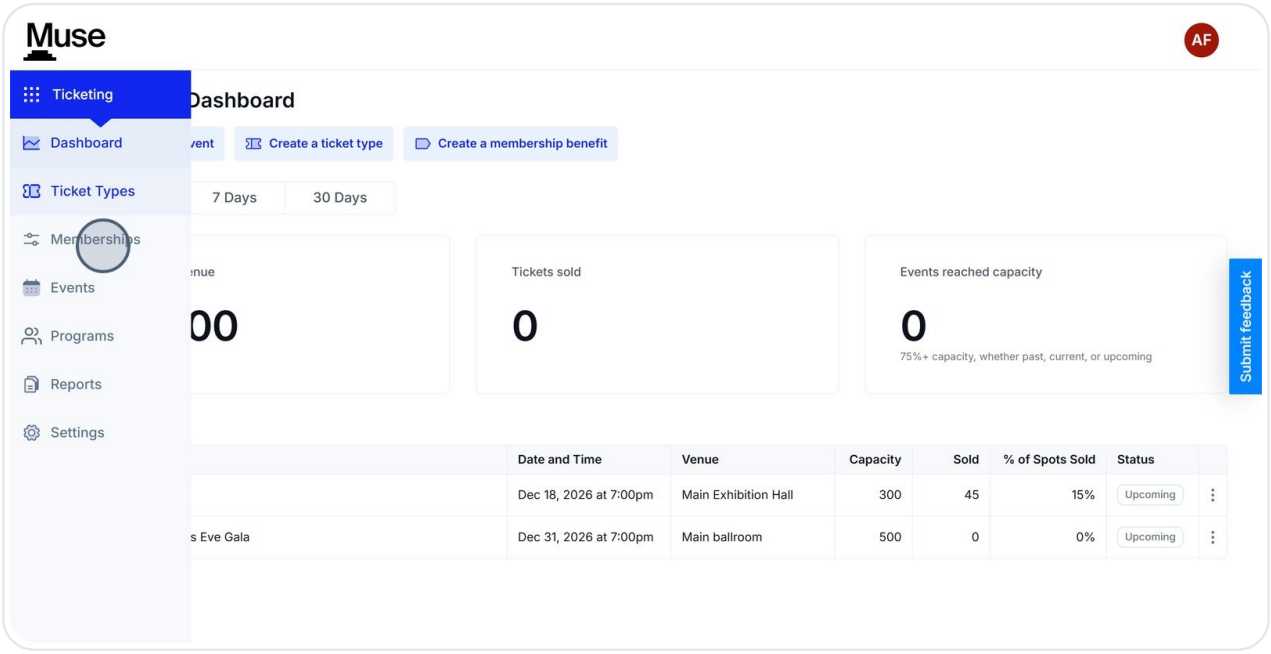
1. Open the main menu for easy navigation across the platform's features.



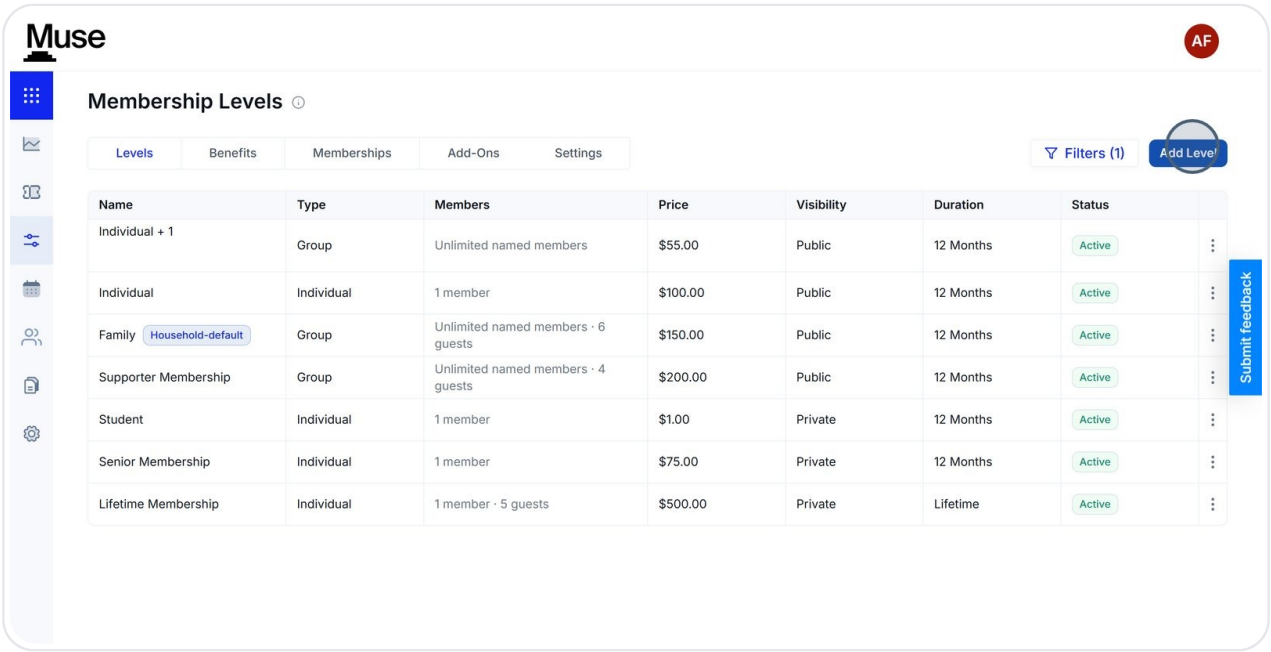
2. Select 'Ticketing' to access options dedicated to ticketing and event access settings.



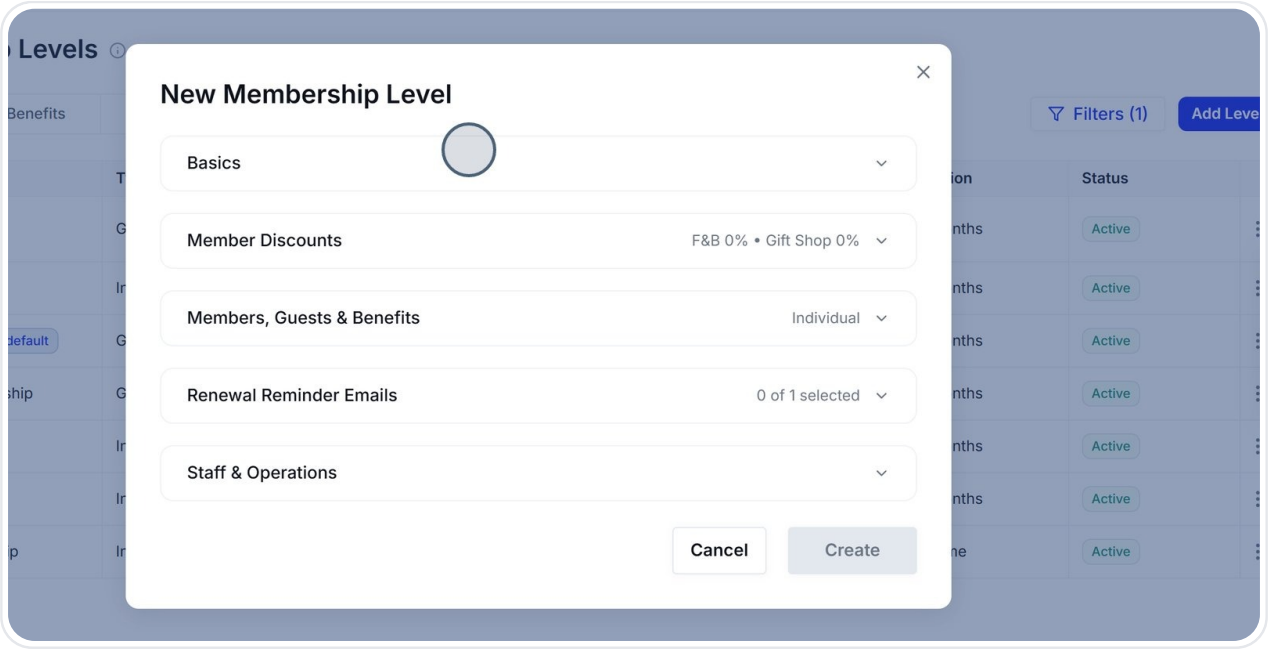
3. Navigate to the 'Memberships' section to manage membership offerings.



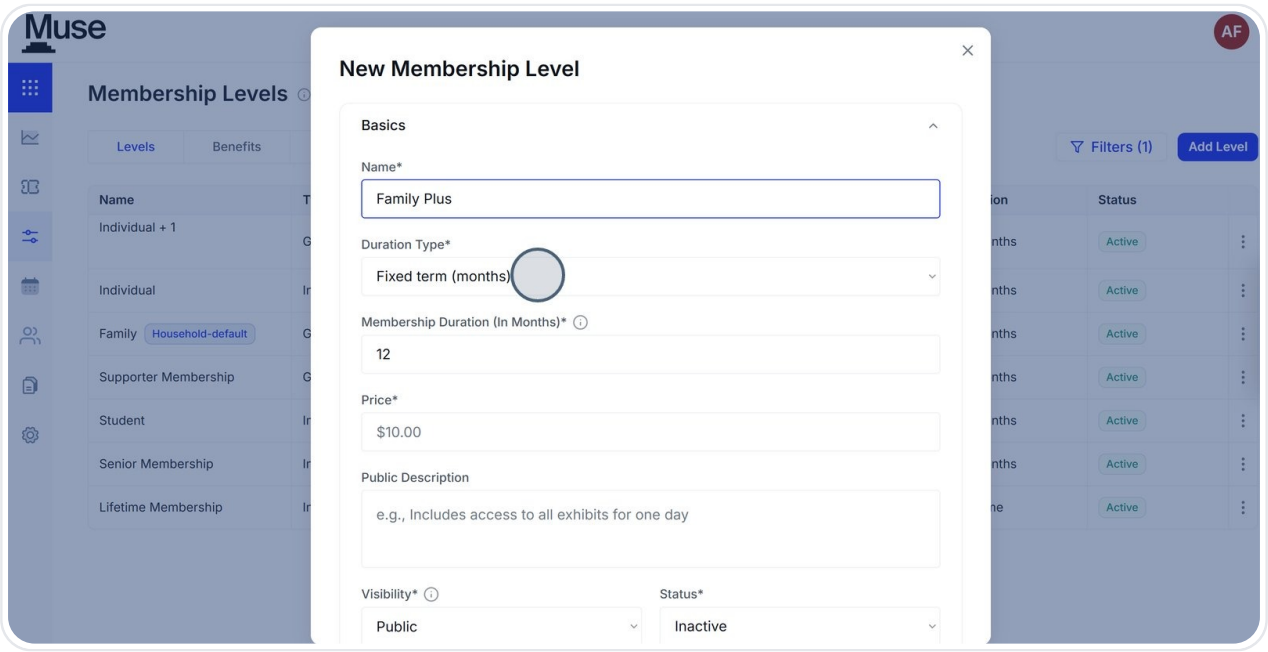
4. Click 'Add Level' to start creating a new membership tier.



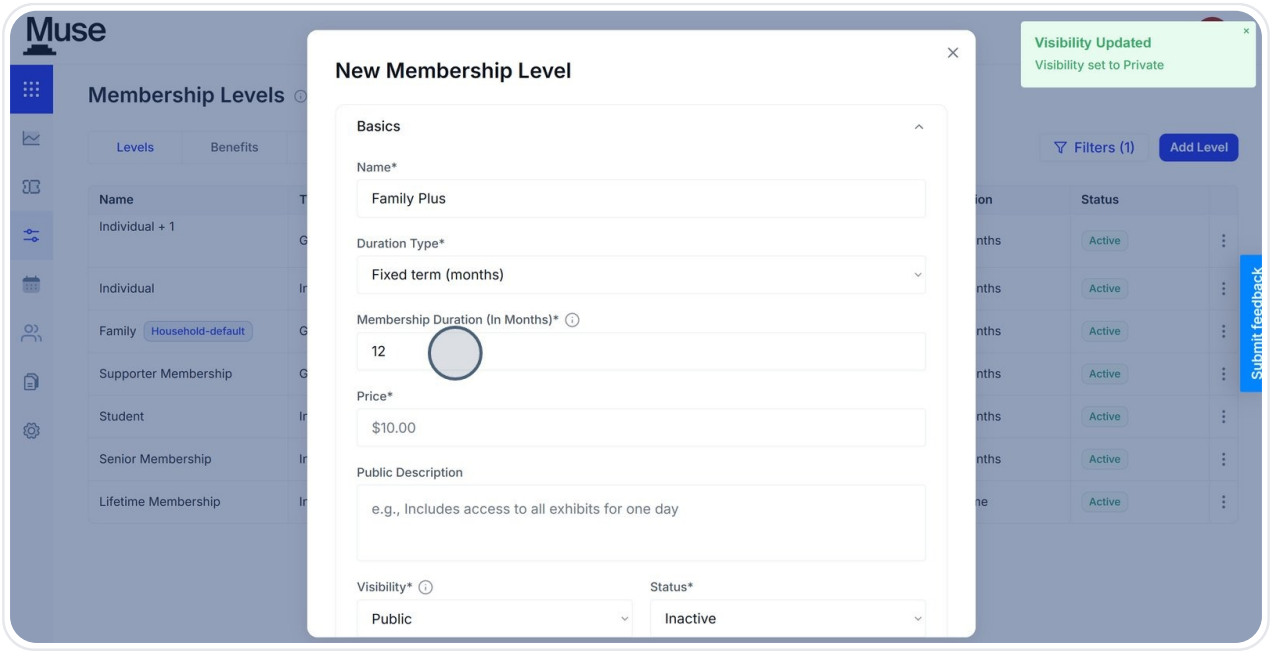
5. Begin configuring the basics for your new membership level here.



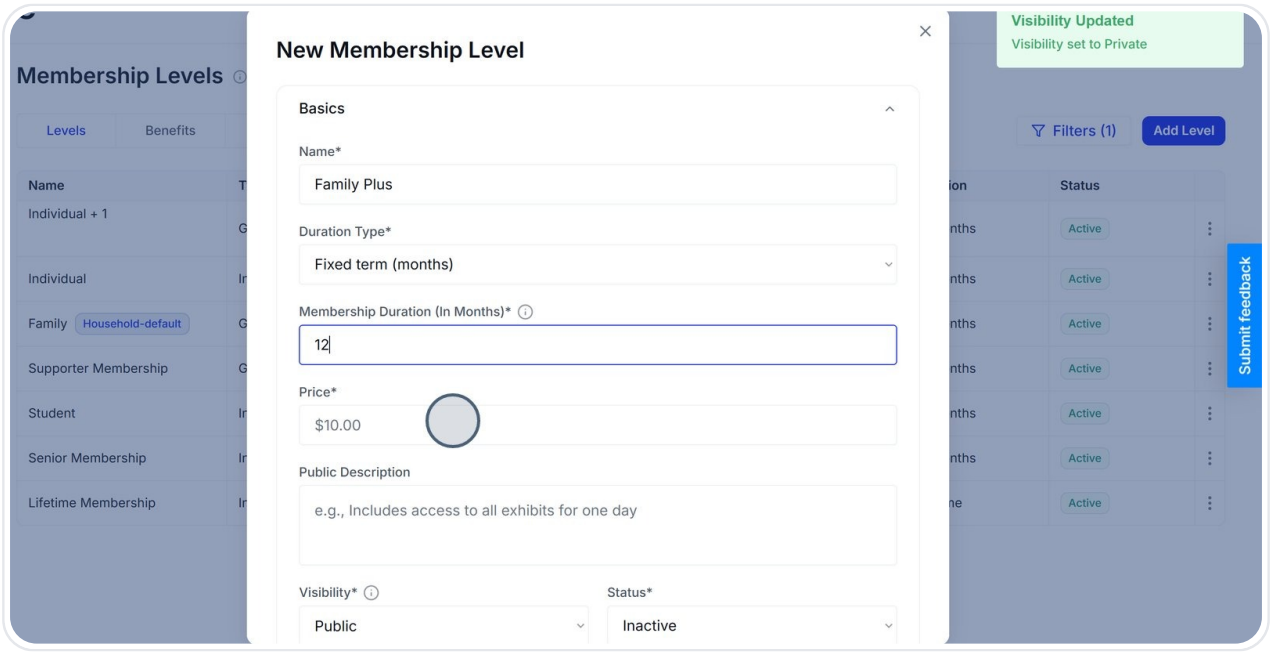
6. Choose how long your membership level will last by selecting its duration type.



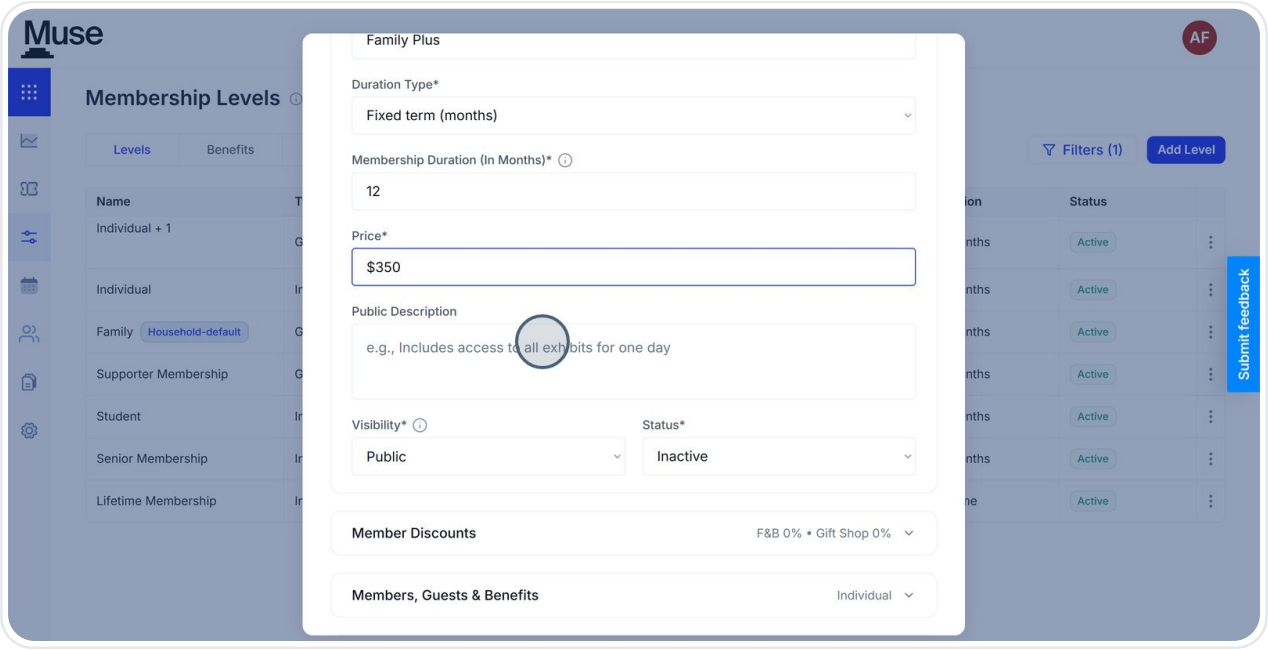
7. Set the membership duration in months for clear renewal cycles.



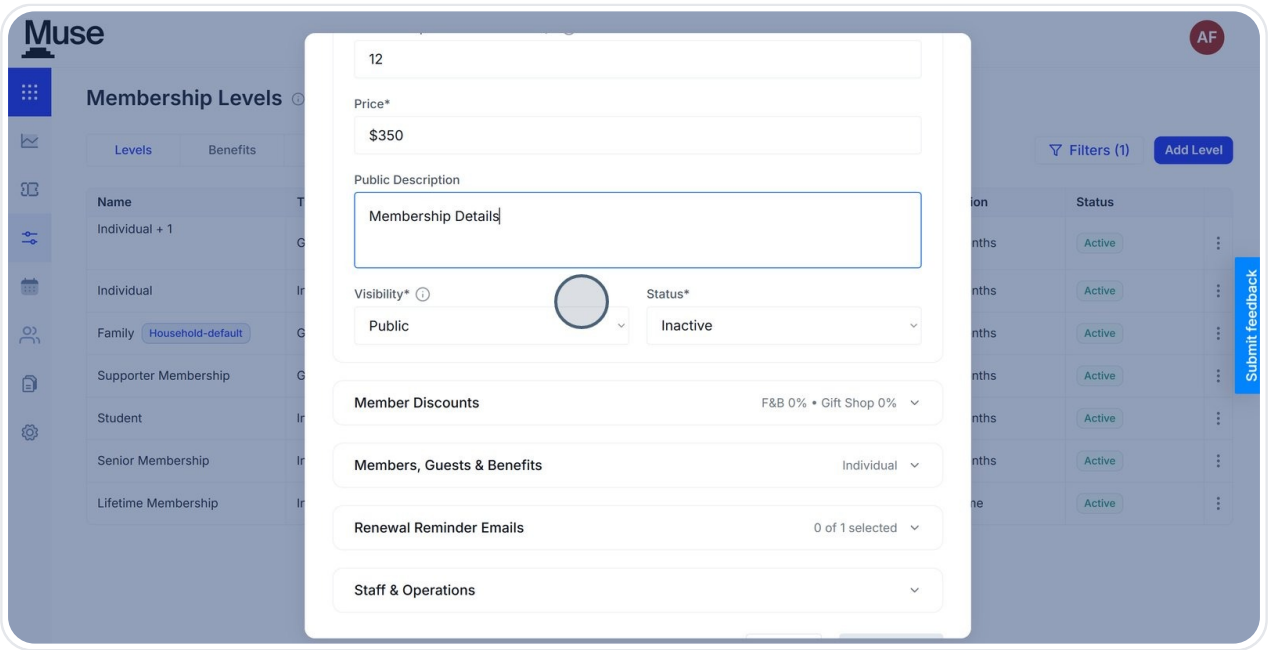
8. Enter the membership price to define the value of this level.



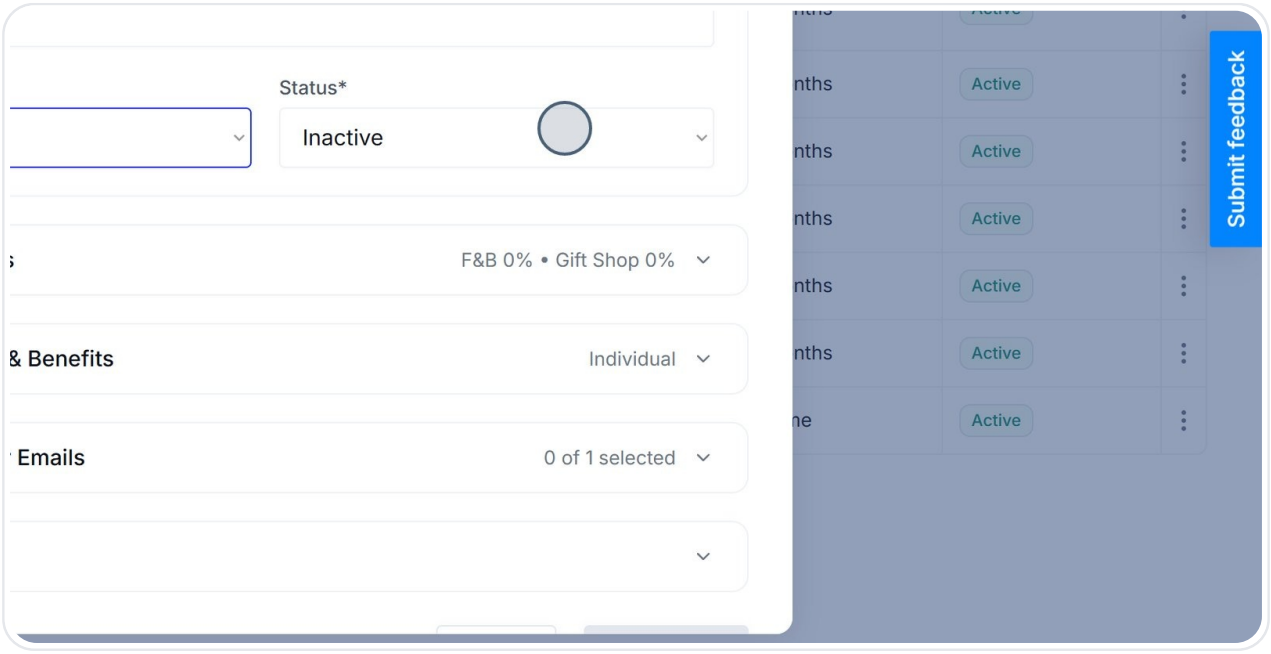
9. Add a compelling public description to attract prospective members.



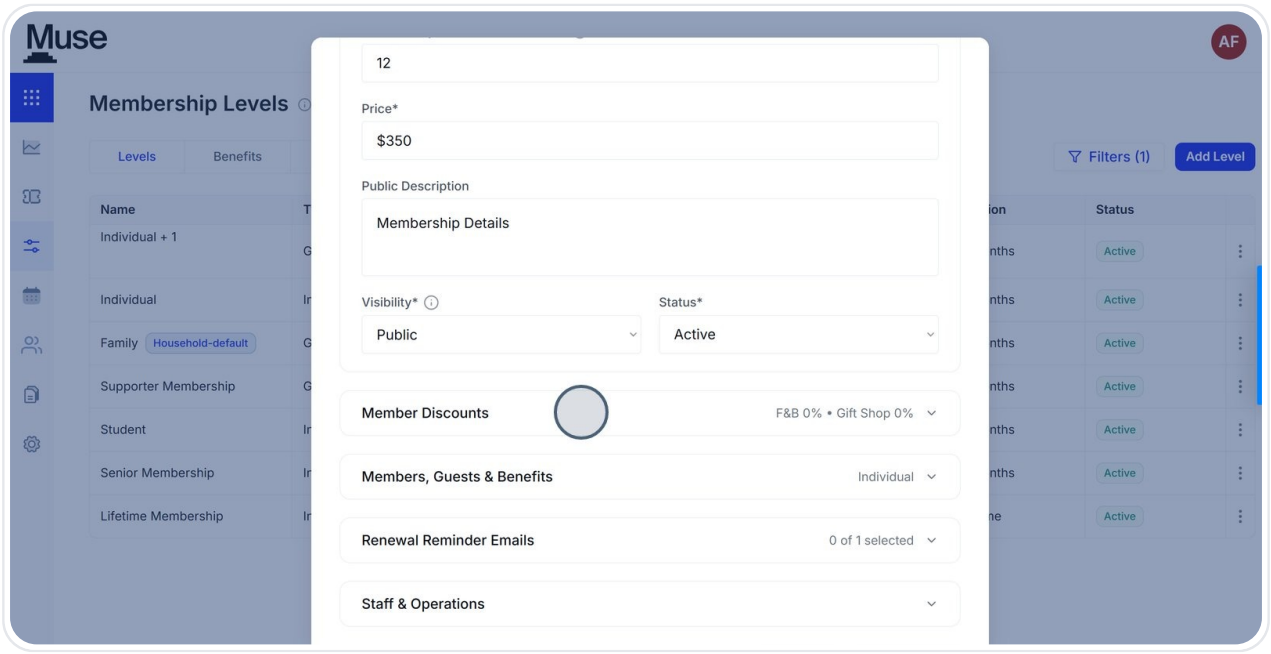
10. Set visibility to control who can see and access this membership level.



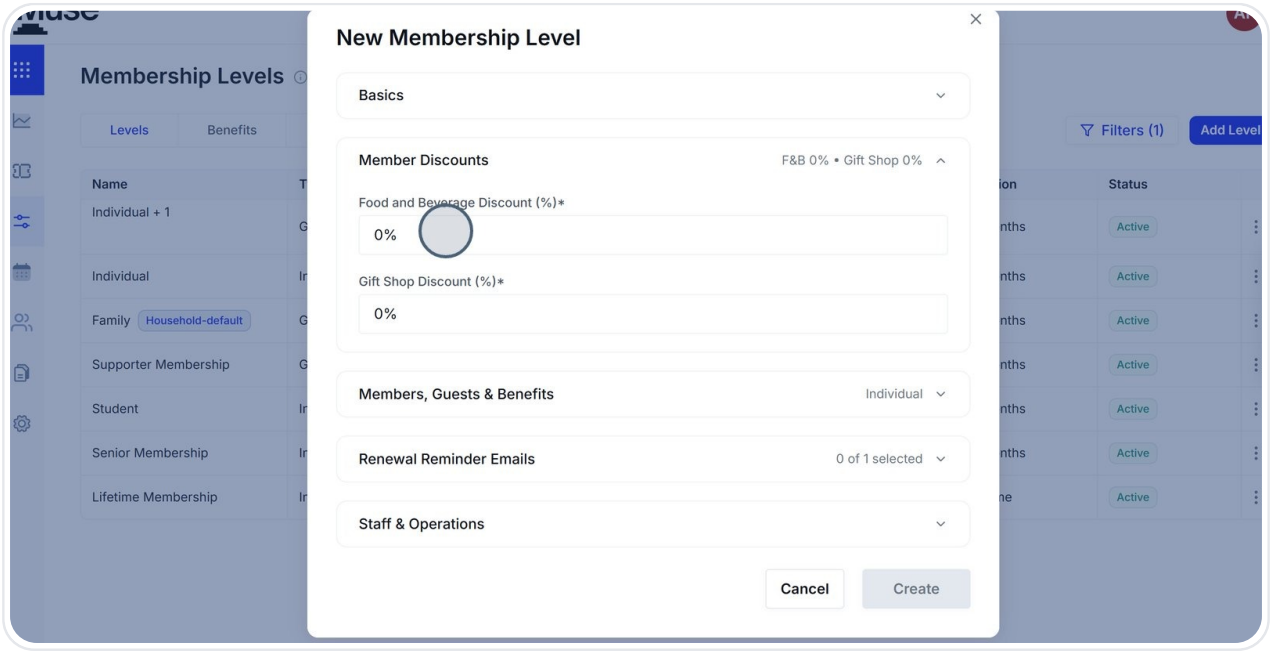
11. Adjust the status to activate your membership level for immediate use.



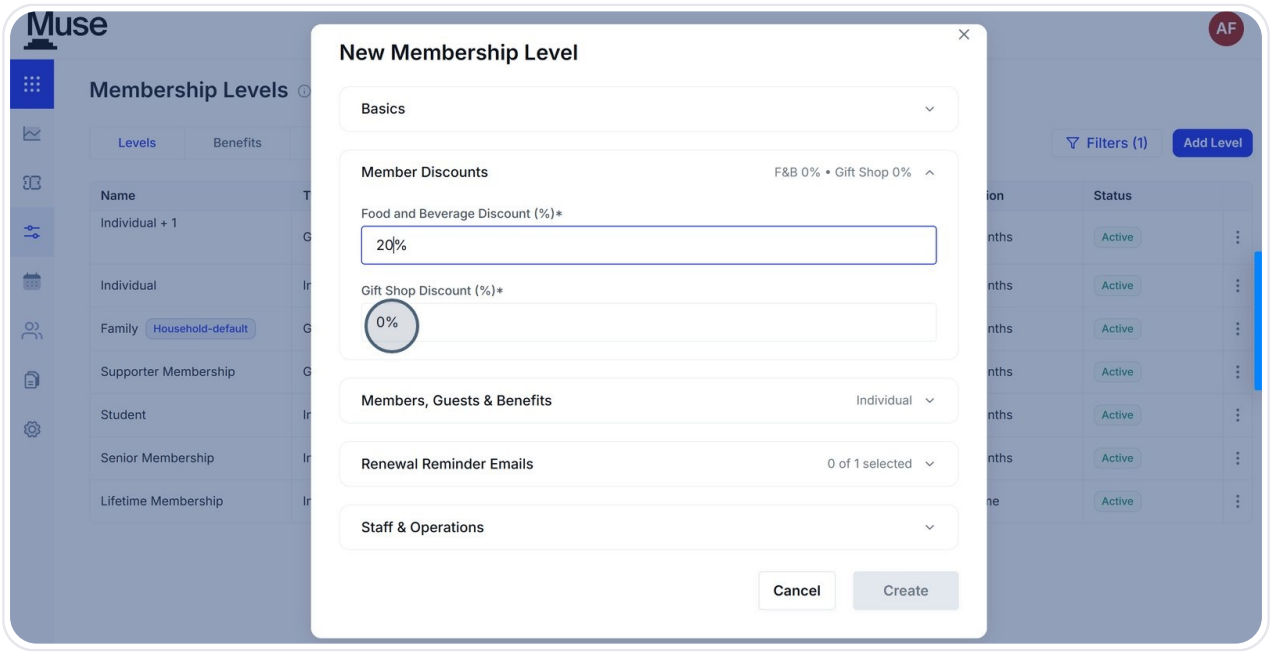
12. Tailor member discounts to boost loyalty and enhance value.



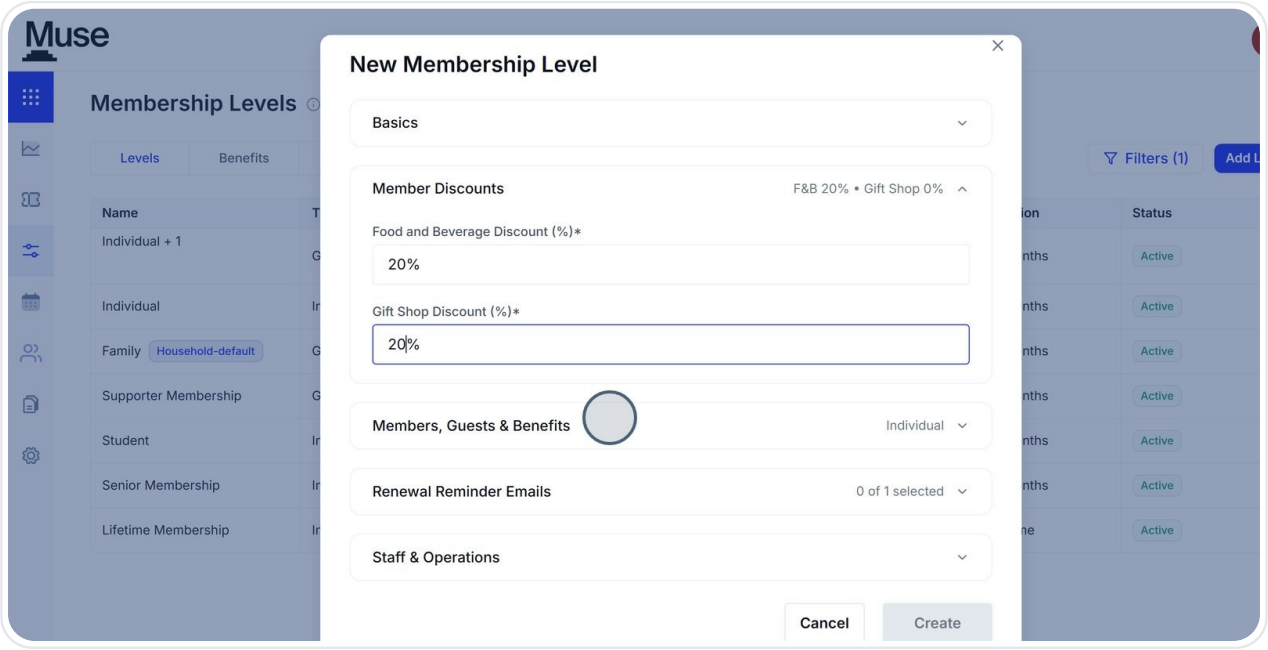
13. Specify a food and beverage discount for added member perks.



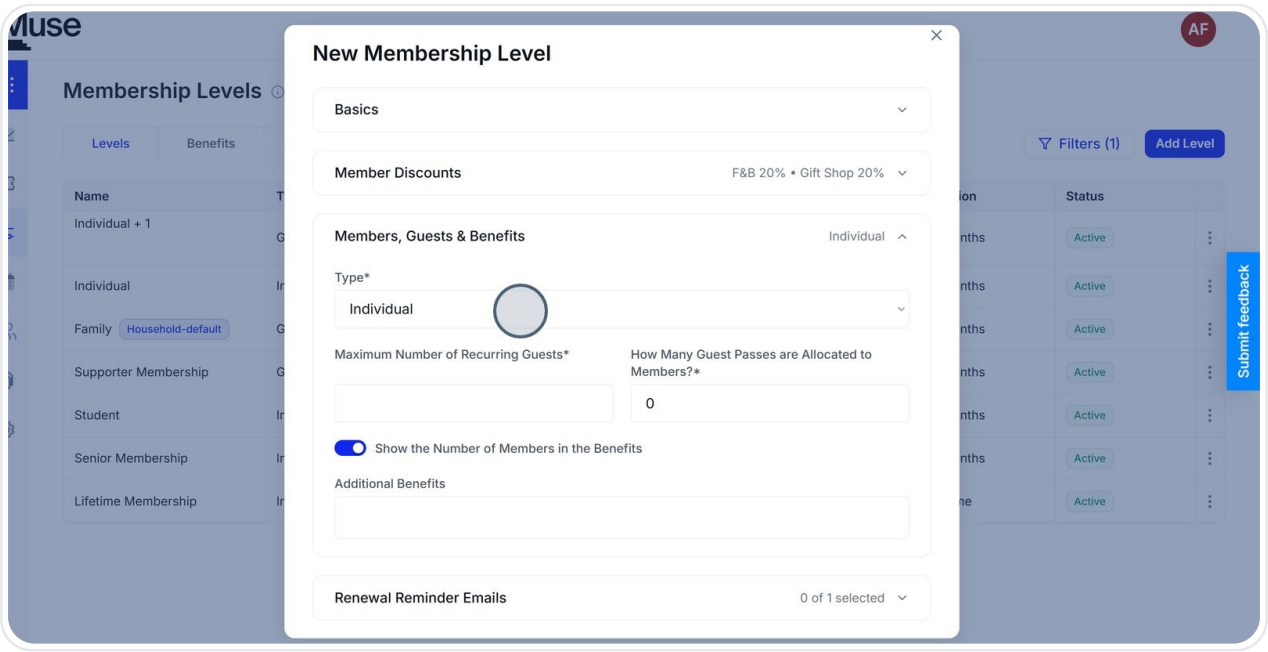
14. Input a gift shop discount to encourage extra member spending.



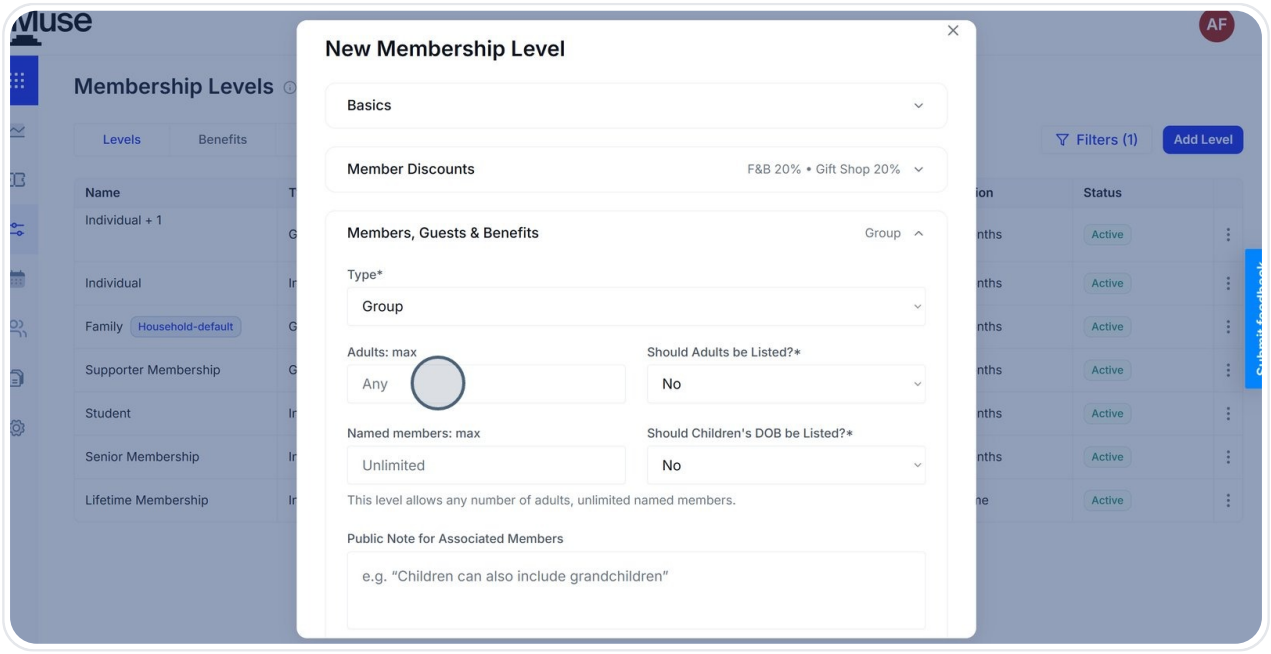
15. Customize who qualifies as a member, guest, or benefit recipient.



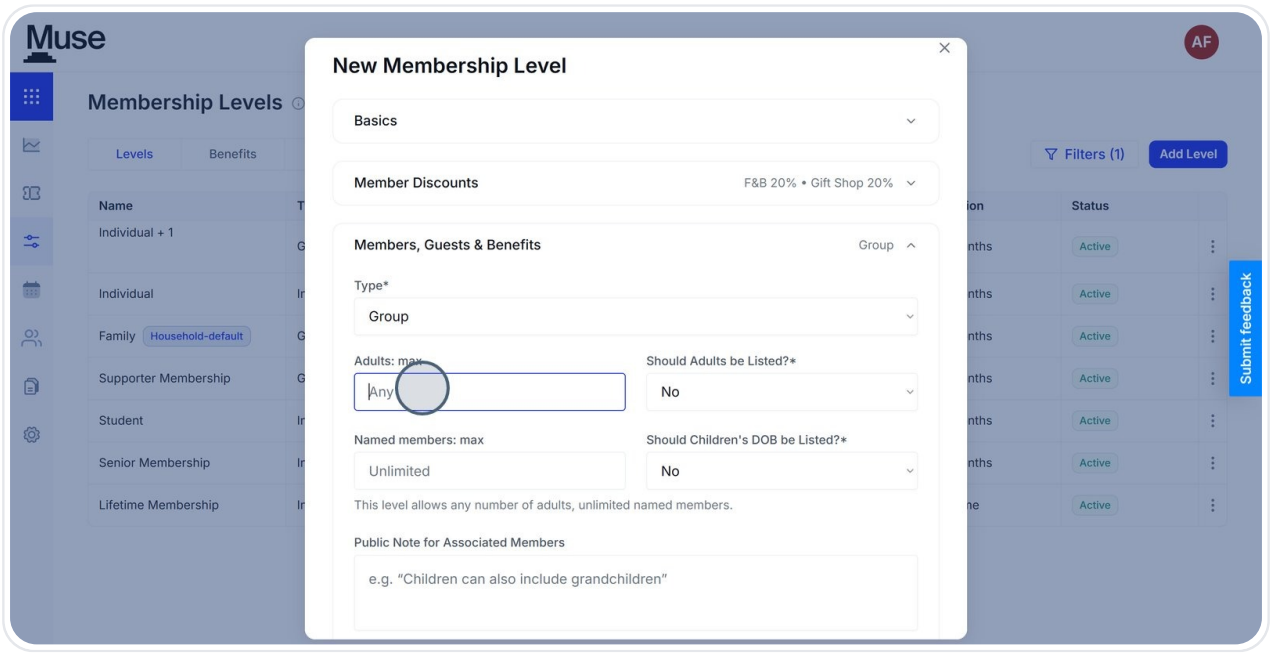
16. Select the membership type to tailor the plan for individuals, families, or groups.



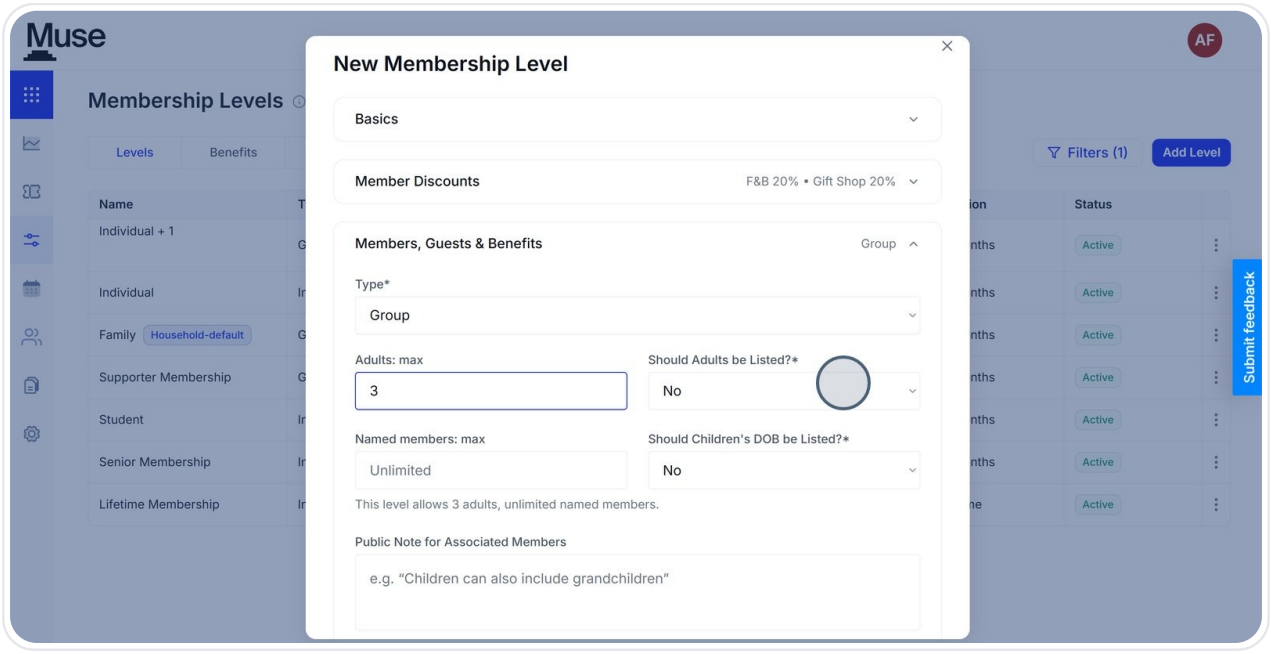
17. Define the maximum number of adults included for flexible group options.



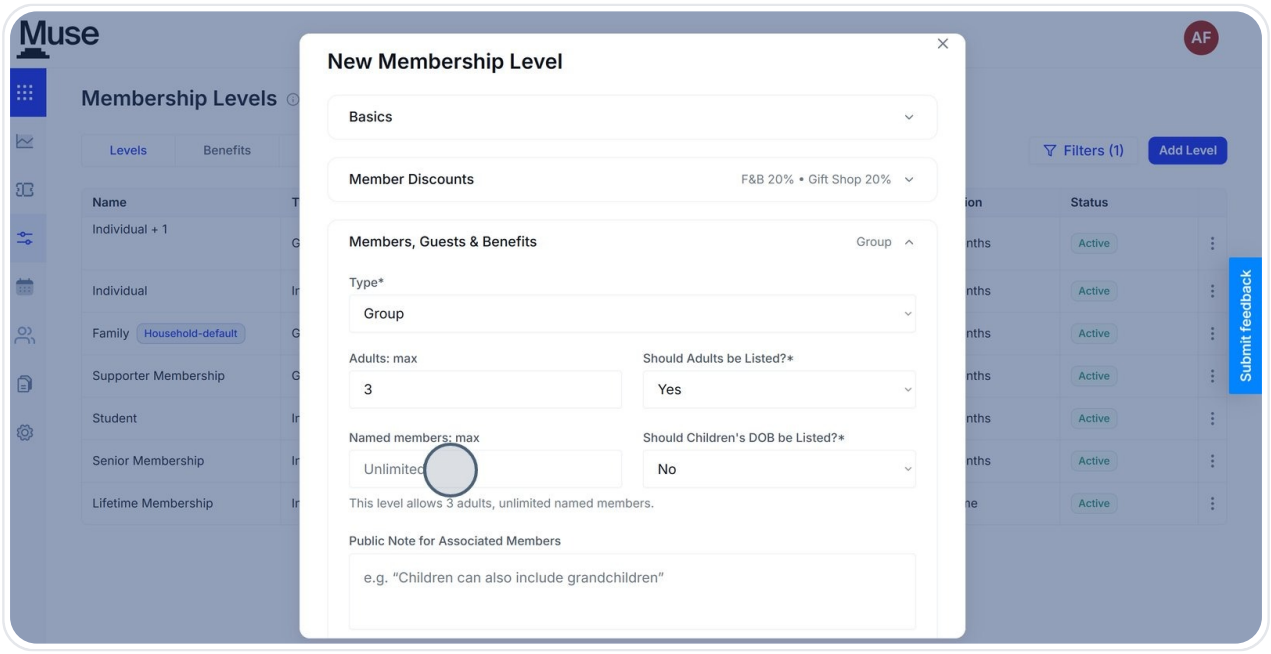
18. Decide how many adults can benefit under this plan.



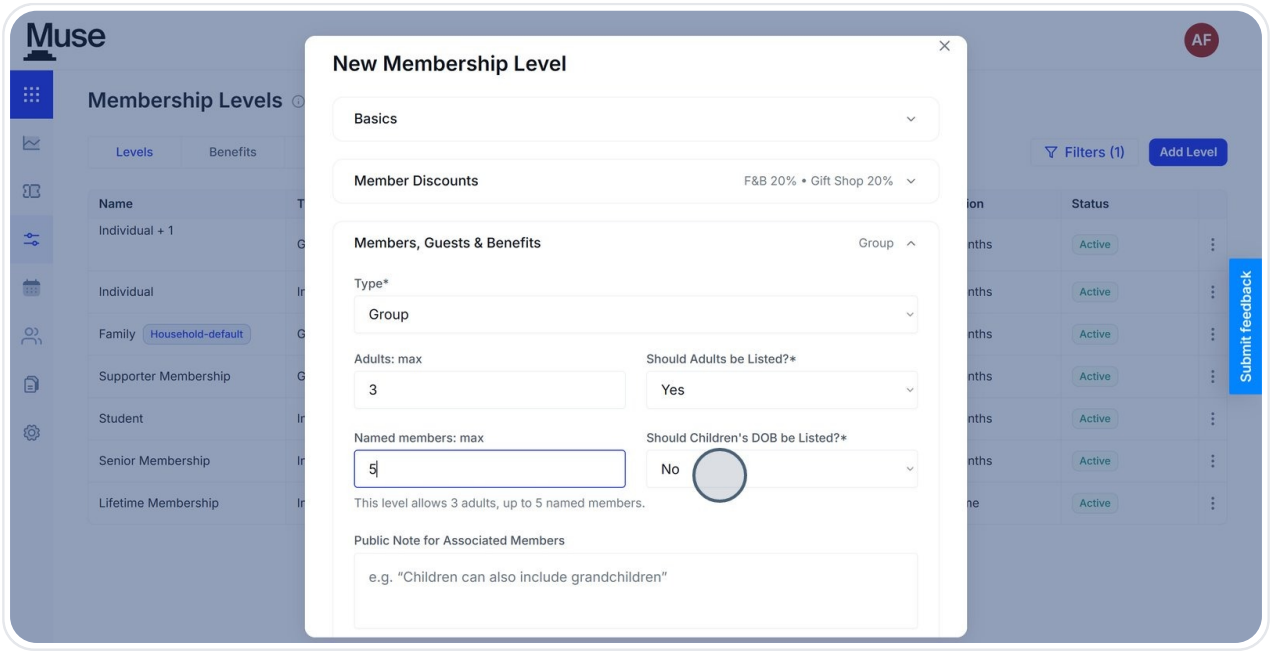
19. Control if adult members need to be individually listed for better record-keeping.



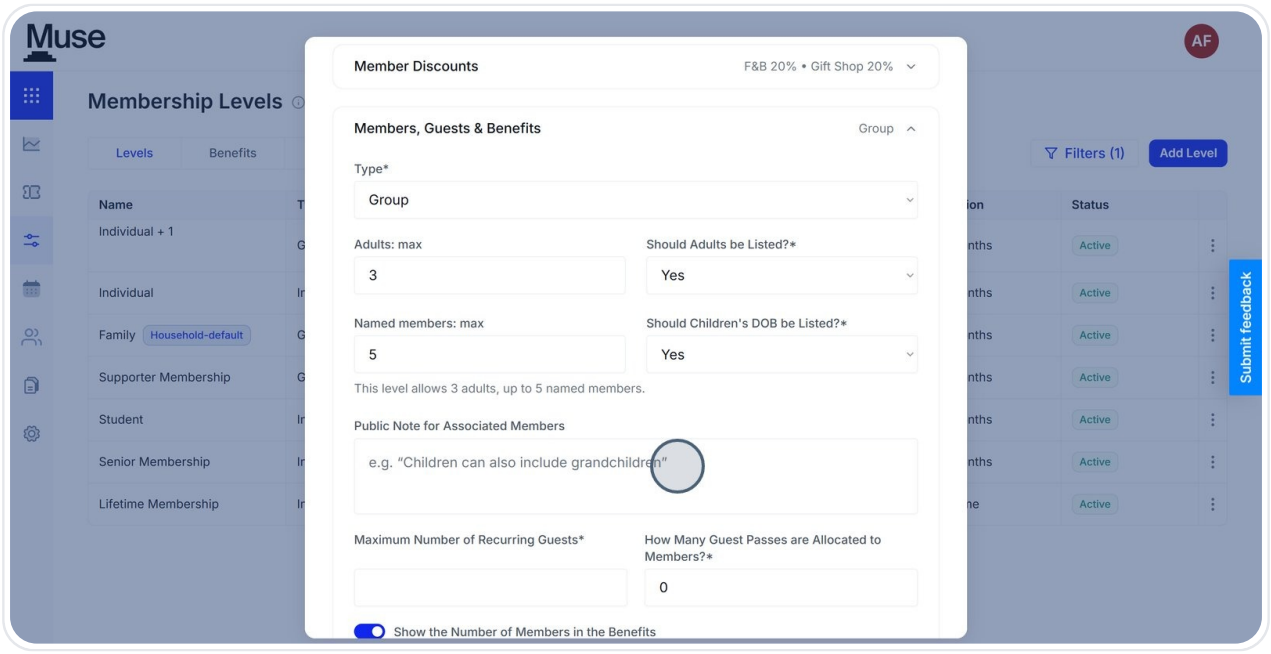
20. Set the cap on named members for streamlined management of group memberships.



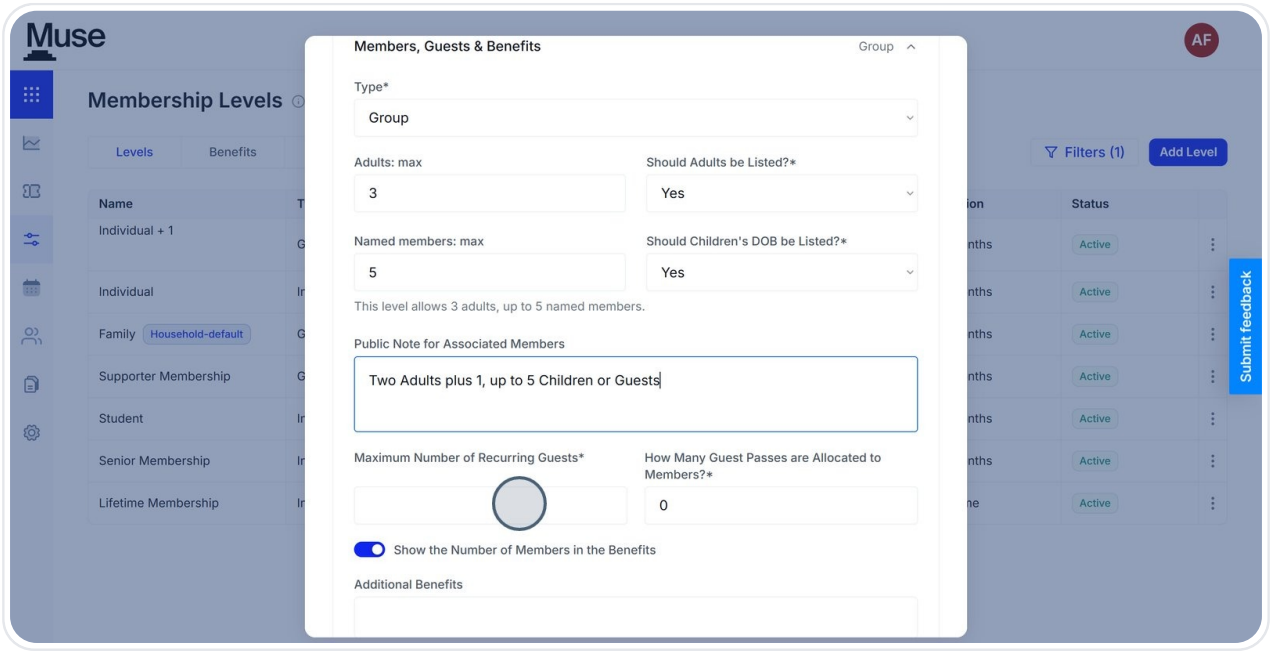
21. Choose if children's birthdates must be listed for extra privacy and flexibility.



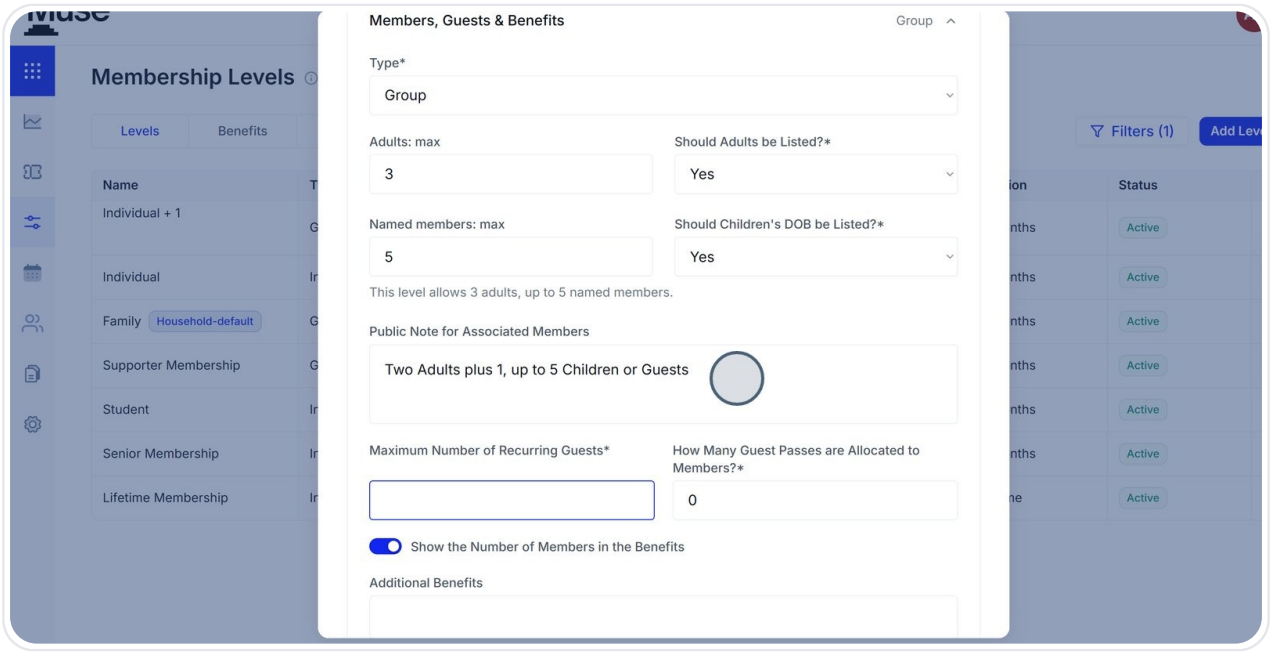
22. Add a public note to clarify membership rules for greater transparency.



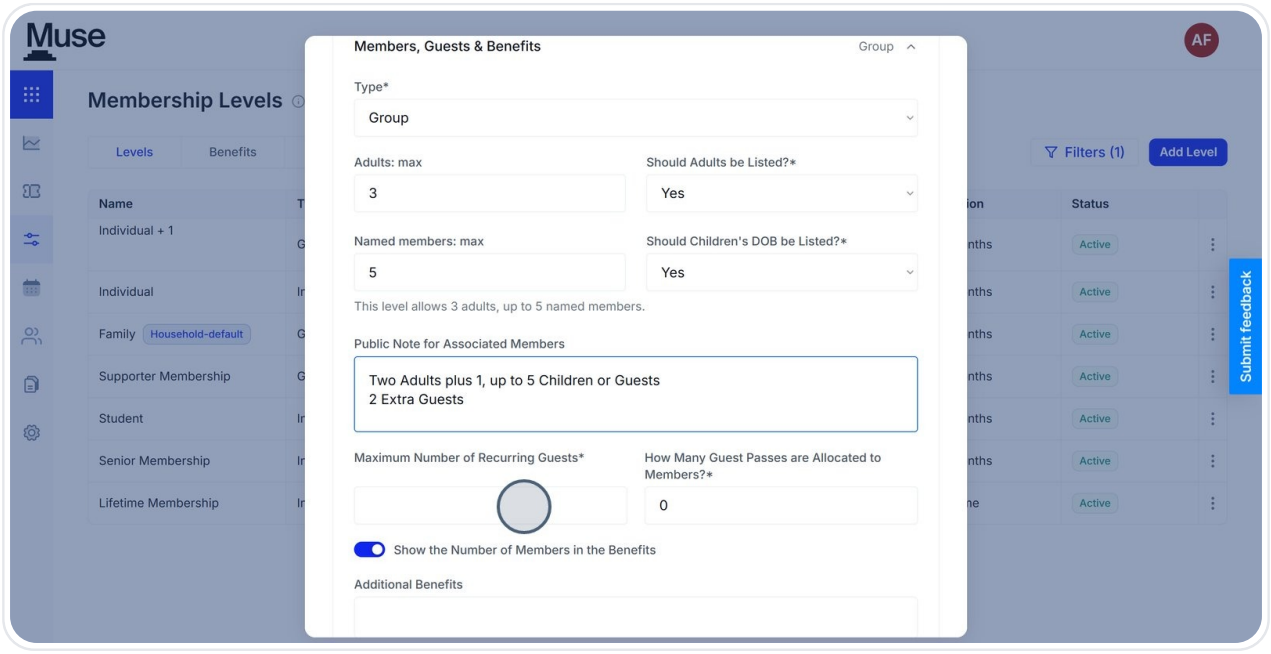
23. Set limits on recurring guests to keep your membership benefits exclusive.



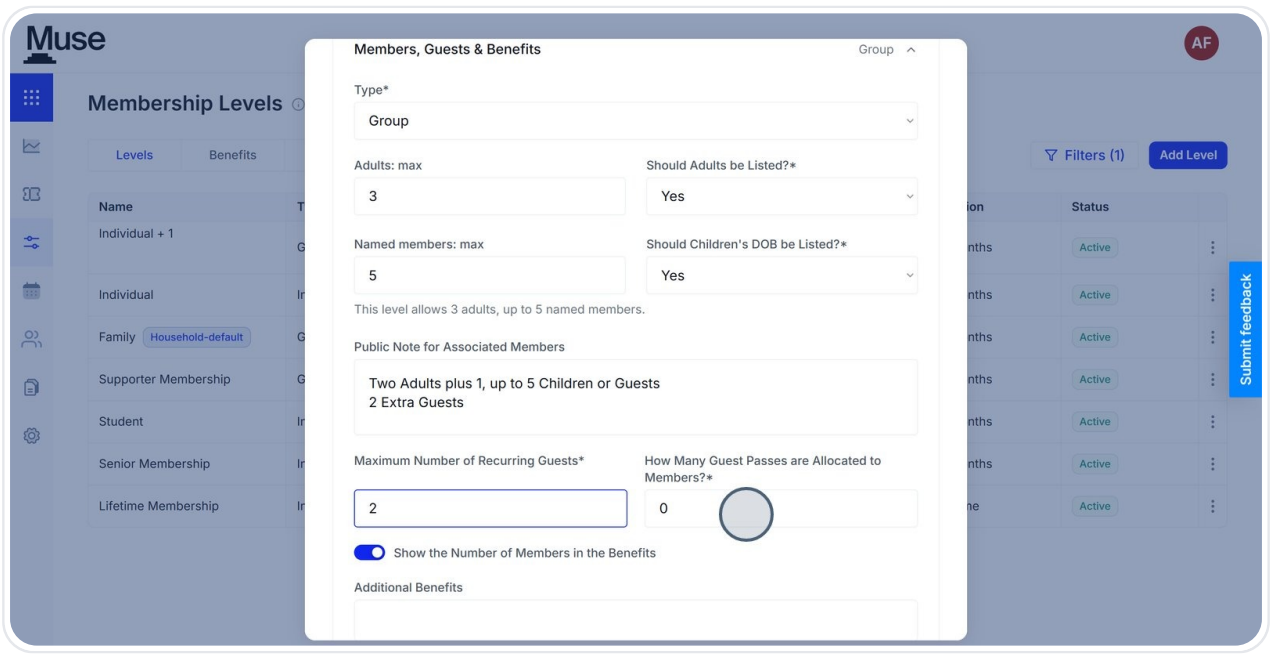
24. Review or update notes for associated members within your plan.



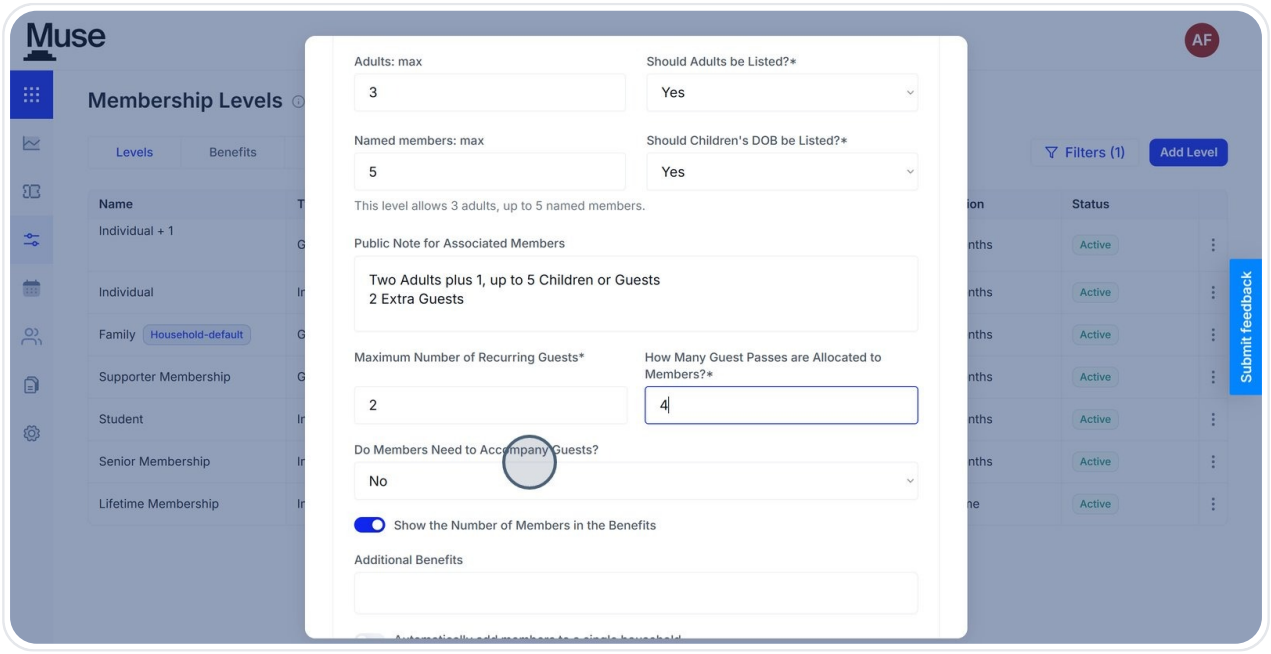
25. Define how many recurring guests each member can invite for ongoing access.



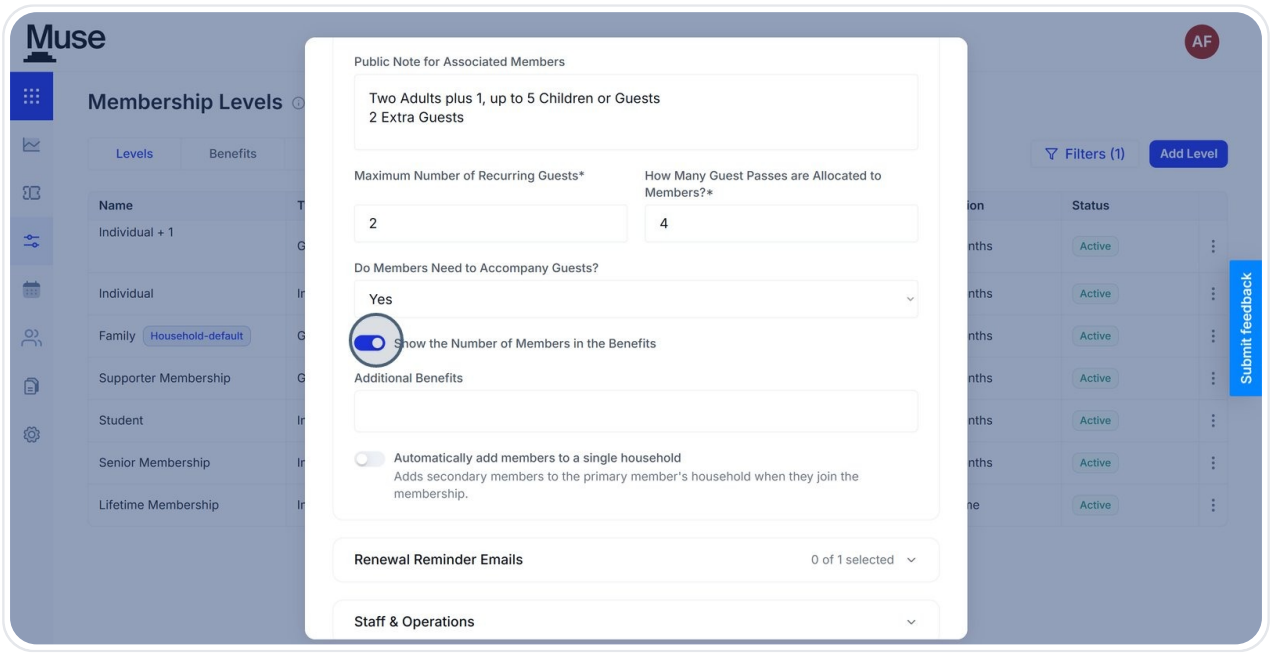
26. Choose the number of guest passes members get each cycle for added value.



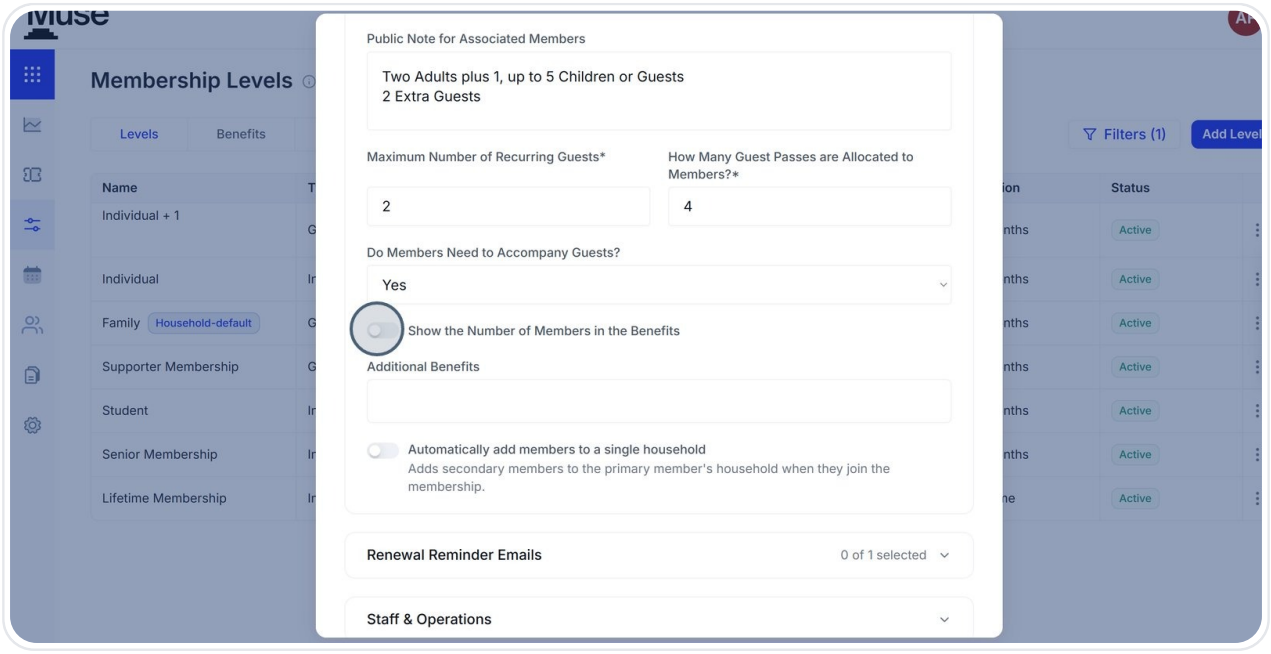
27. Decide if members must accompany guests—making your guest policy clear.



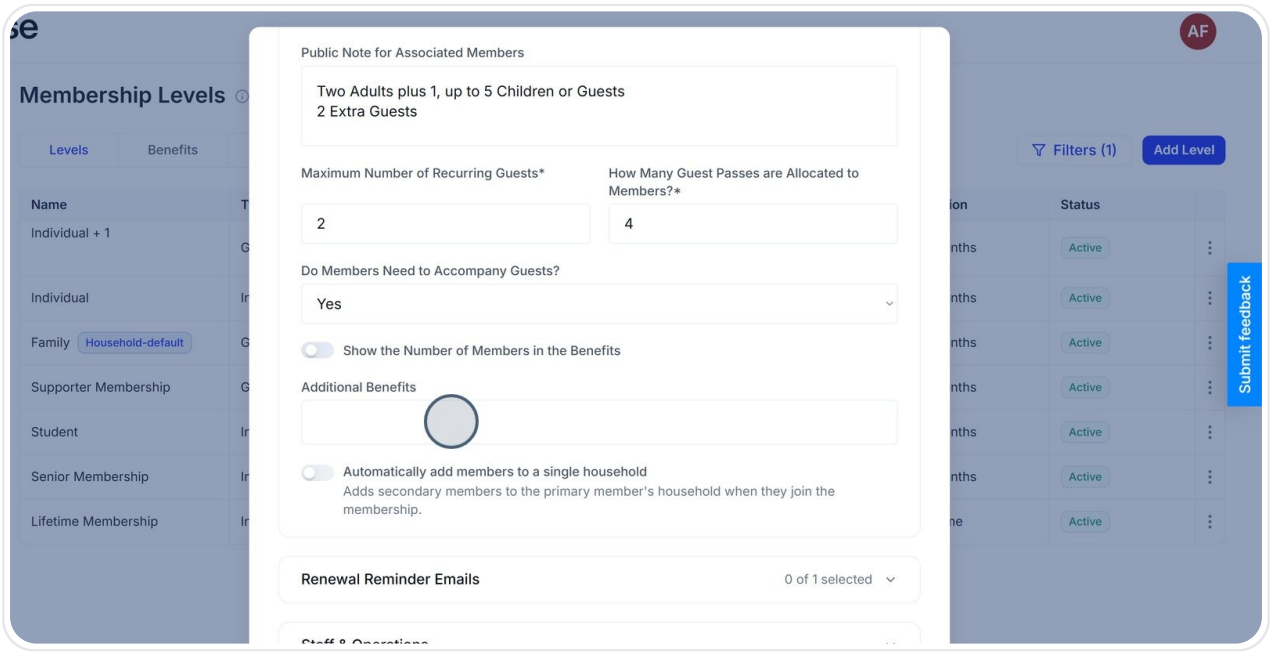
28. Toggle to show or hide the number of members within the benefits section.



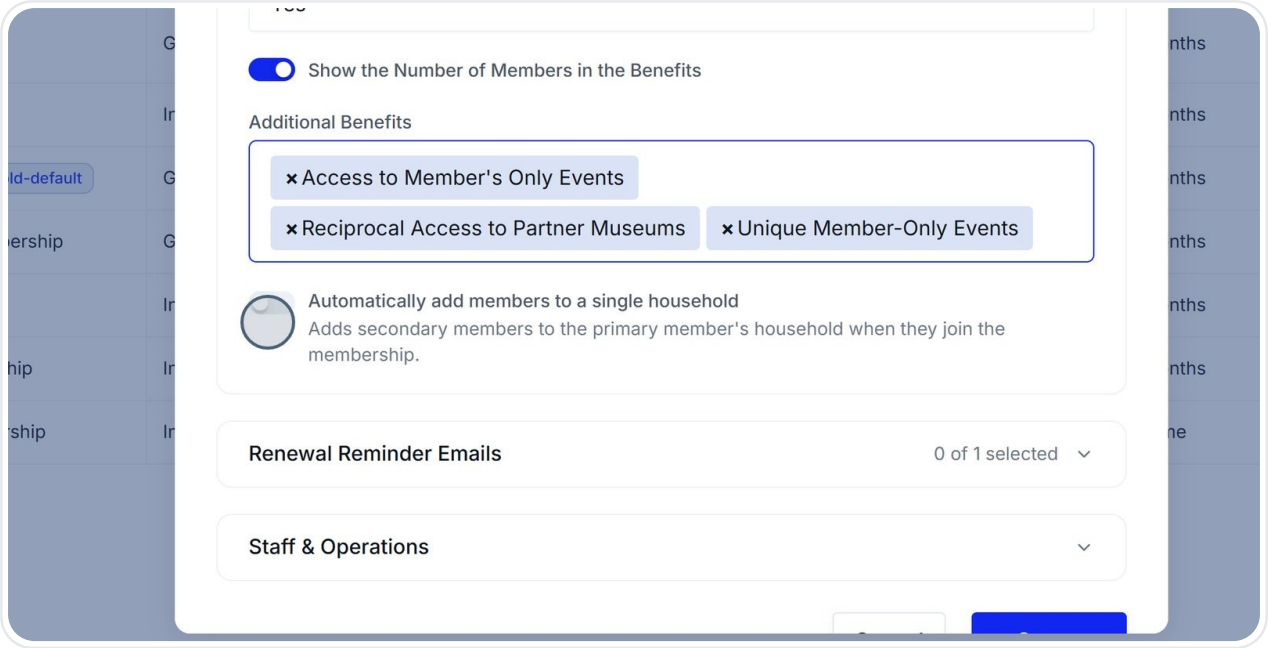
29. Choose to display member counts as part of the benefit details for clarity.



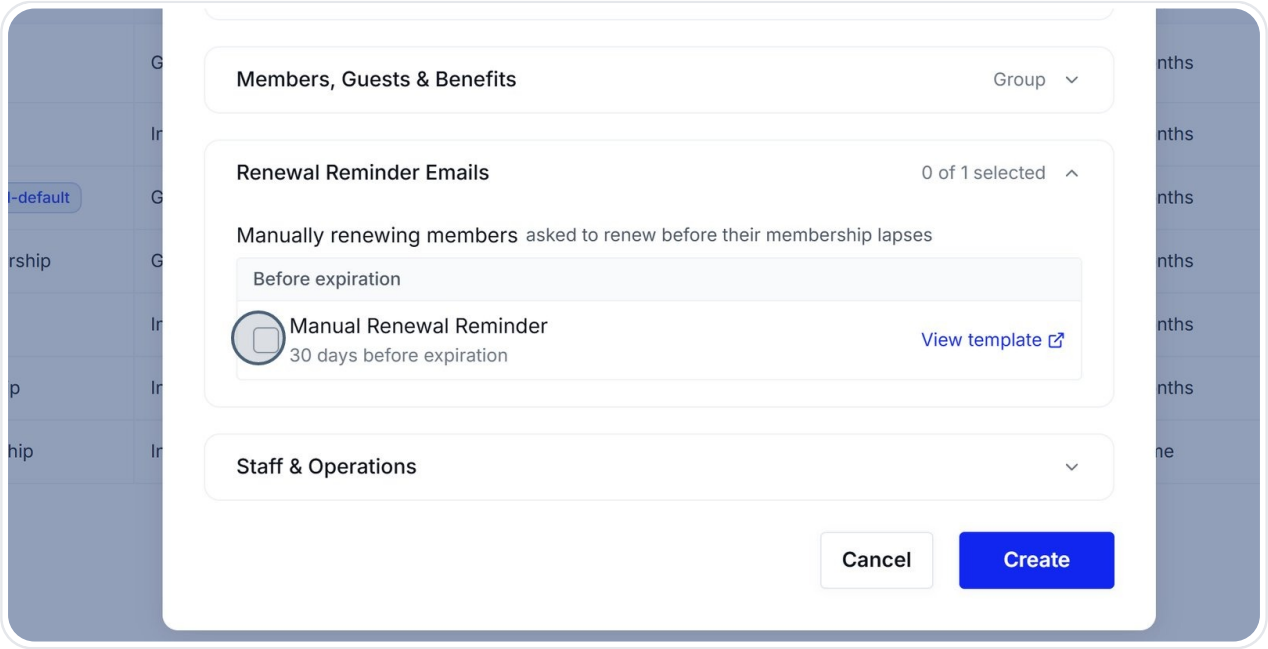
30. Add standout extra perks in the 'Additional Benefits' section.



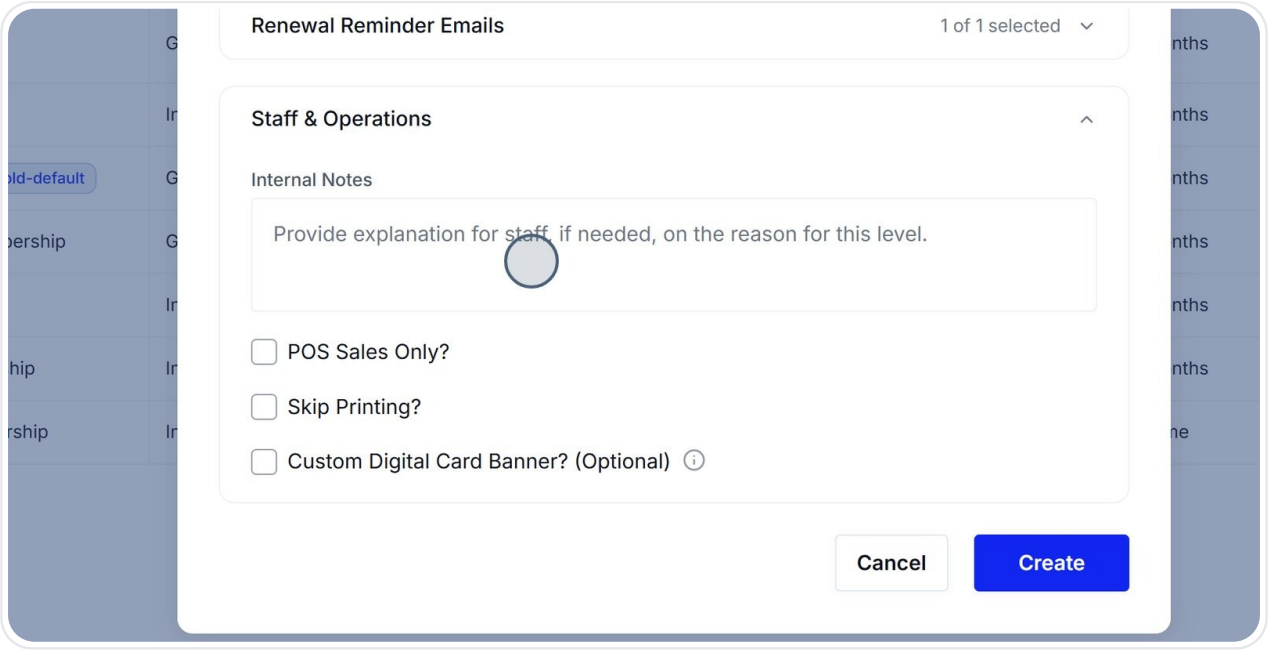
31. Enable this option to organize members into households automatically for efficient group management.



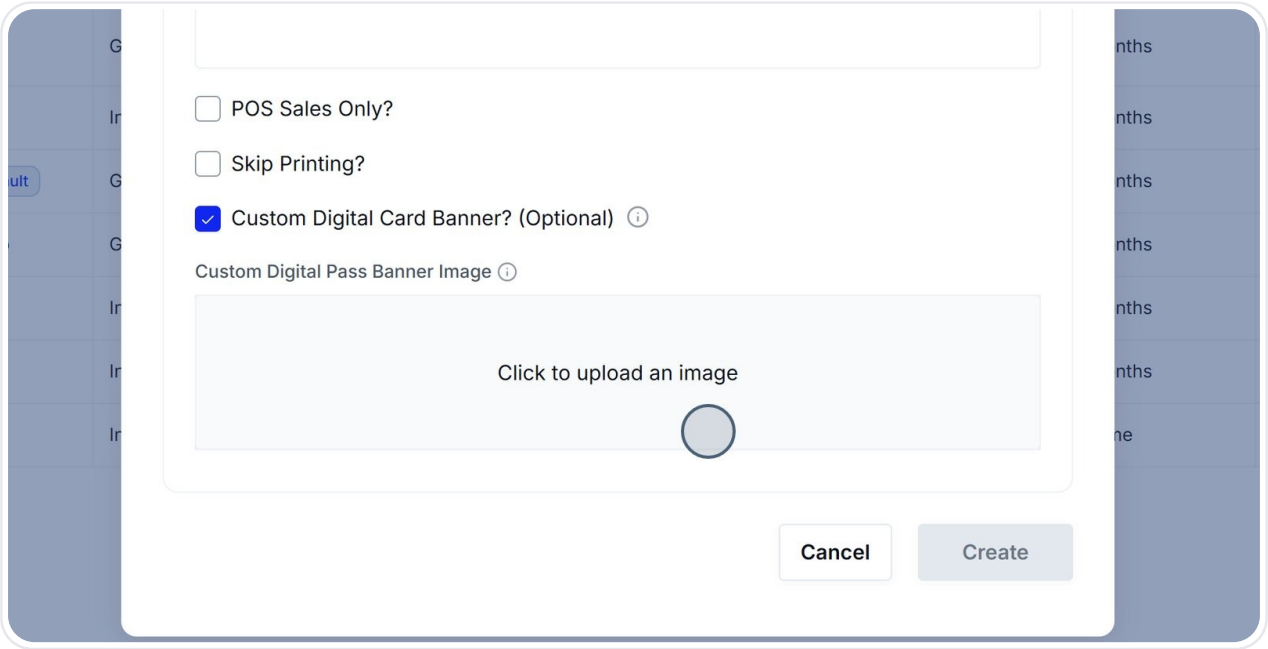
32. Enable manual renewal reminders for personalized communication.



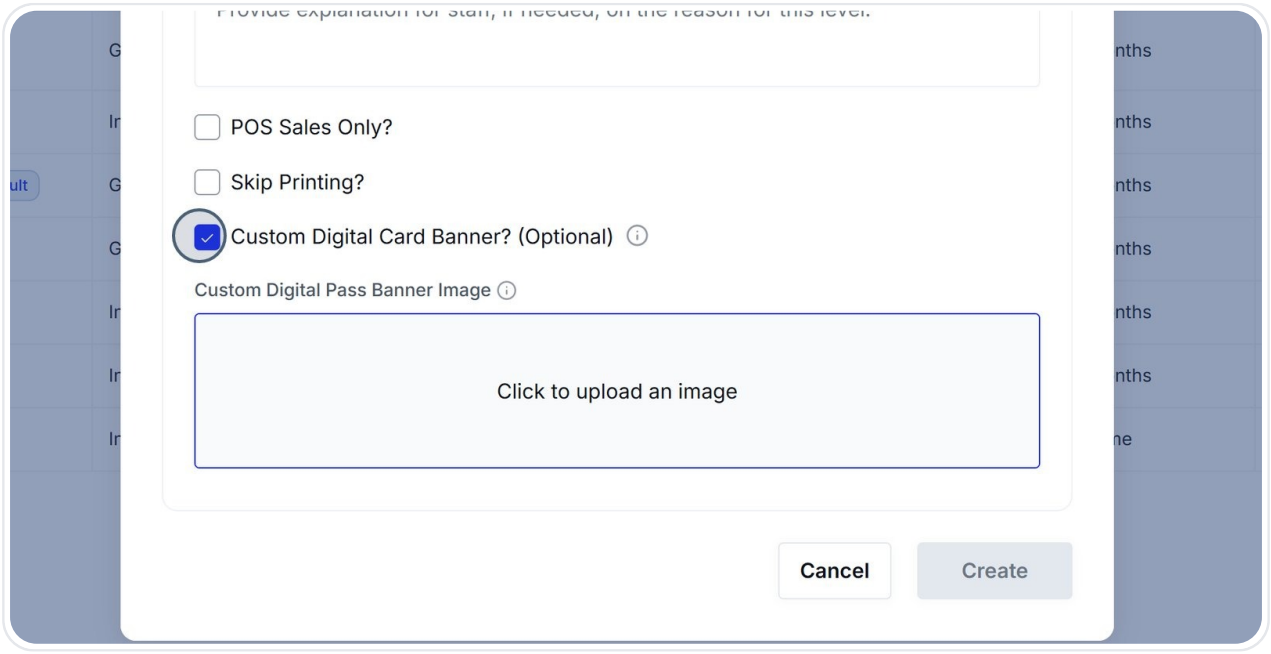
33. Add internal notes for staff—ensuring smooth operation and communication.



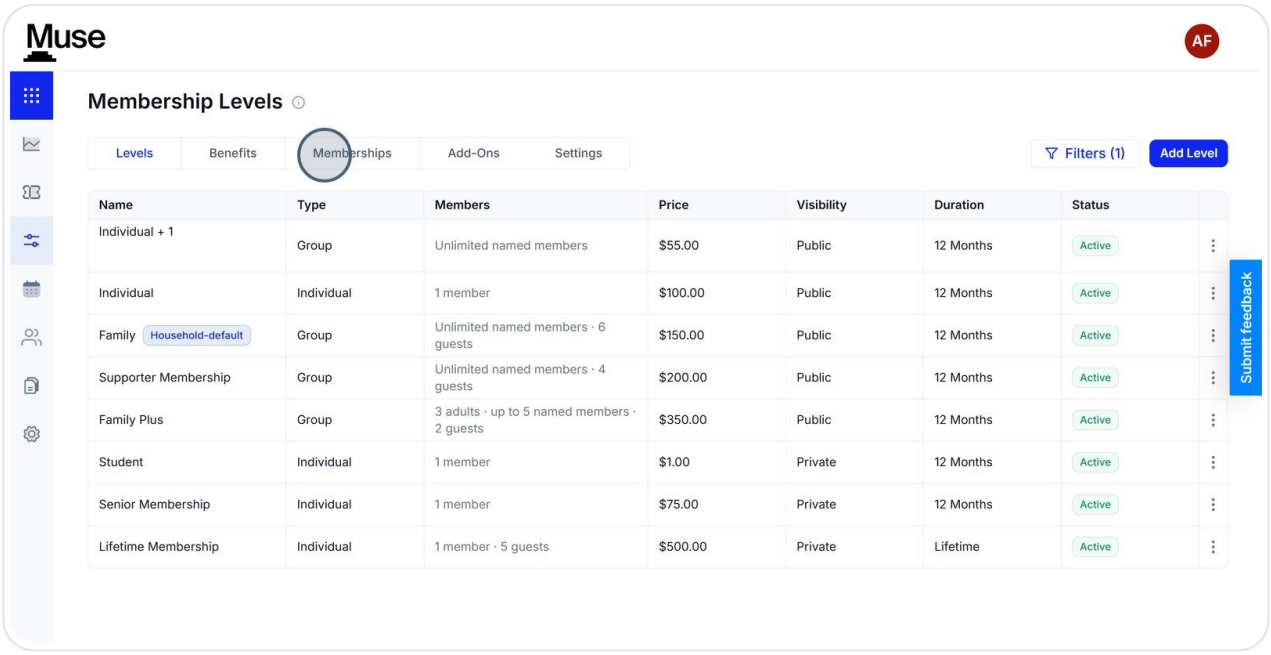
34. Upload a custom image for your membership's digital card to boost branding.



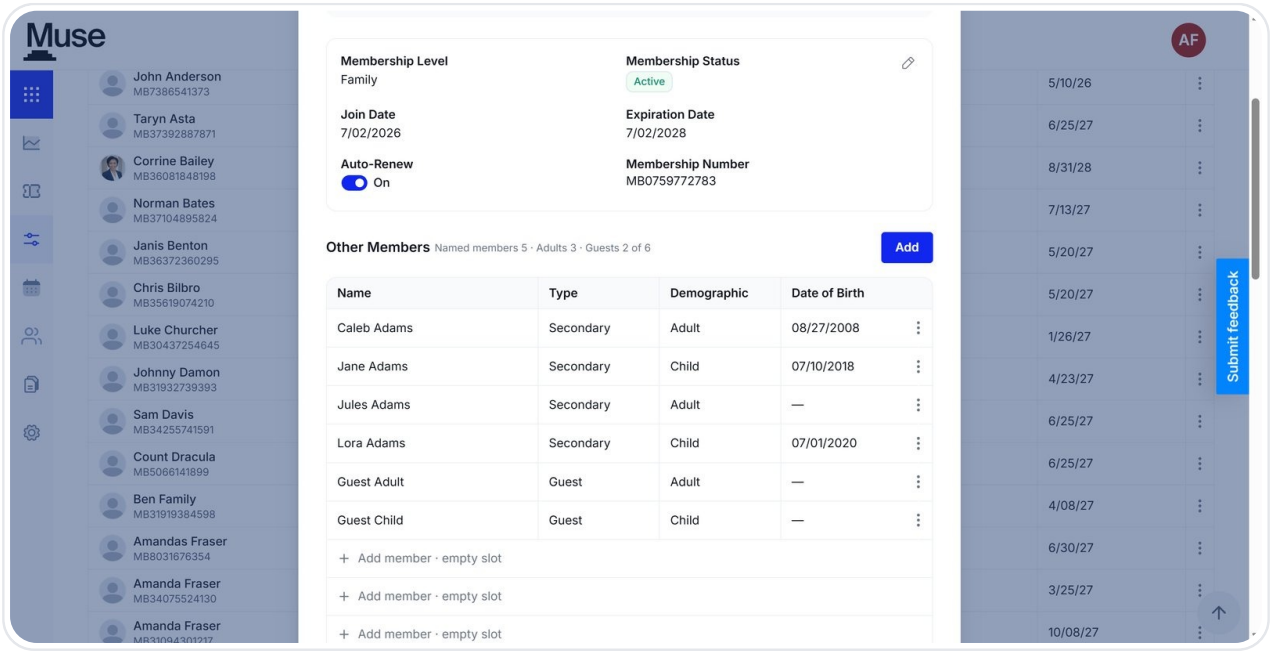
35. Activate custom banners for digital cards and stand out from the crowd.



36. Switch to the Memberships tab to review, track, or modify your different membership levels.



37.



View online