



To integrate Eventbrite, each OVEE partner must create a unique Eventbrite AUTHORIZATION TOKEN and WEBHOOK that needs to be added directly to their OVEE account.

Eventbrite Integration Directions:

Create an Eventbrite Authorization Token

1. Log in to your Eventbrite account
2. Under your name in the upper right, **GO TO** Account Settings
3. In the left-hand menu, **GO TO** App Management (under Developer section)
4. **CLICK** CREATE A NEW APP
5. Fill in your name and company name
6. Next to Application URL, **ADD** <https://ovee.itvs.org>
7. Application Name: **OVEE**
8. Description: **OVEE Event Integration**
9. **ACCEPT** the terms of use
10. **CLICK** CREATE KEY
11. You will then see the list of APPS you've created. **CLICK** the toggle arrow above the OVEE APP to show the details section

The Authorization Token is the number that appears in the details section next to the words "Your personal OAuth token"

12. **COPY AND PASTE** the AUTHORIZATION TOKEN string (and WEBHOOK - directions below), and send to ovee@itvs.org. We will then add both to your partner account.

Create an Eventbrite Webhook

1. In the left-hand menu, **GO TO** Webhooks (under Developer section)
2. **CLICK** ADD WEBHOOK
3. Under Payload URL **ADD** <https://ovee.itvs.org/eventbrite-webhook>
4. Under Event **SELECT** All Events
5. Under Actions **CHECK** order.placed
6. **CLICK** ADD WEBHOOK.

Your WEBHOOK is the 6-digit number that appears after the words "Manage Webhook" at the top of the screen.

7. **COPY AND PASTE** your WEBHOOK and send to ITVS along with the AUTHORIZATION TOKEN. We will then add them to your partner account.

Once we add the Authorization Token and Webhook to your account, a new field called "Eventbrite ID (Optional)" will appear on OVEE in the "Schedule Your Screening" page during screening setup.

You need do this only once. Eventbrite is then integrated into OVEE, and you can create specific Eventbrite events for each OVEE screening.

However, if you change your Eventbrite password or any settings in Eventbrite, your Authorization Token will change, and you will need to give us the new Authorization Token.

Every month, thousands of applications serve users with Eventbrite's API. While most of these integrations are built to serve a single Eventbrite user, over 100 of these applications are available via Eventbrite's [App Directory](#). Get started by creating your application key and then check out our [developer center's](#) guide to [getting started](#).

APP NAME	KEYS	ACTIONS
OVEE	G2CK3EOPABQC3NPYFP Show Client Secret and OAuth Token	Key Details Directory Listing App Extension
Client secret	OH5ILQMZLM6QMCIYBOADD5ADIIJKYK7ZRH5Y3OZYCP3AOI6KOD	
Your personal OAuth token	TLTBQKBSFAUS3NSOSG3M	
Anonymous access OAuth token	GC25PRZ6NOPFQRVU45IU	

Link Specific Eventbrite events to your OVEE Screening

1. Log in to your Eventbrite account.
2. Create an event. We recommend you include the URL of your OVEE screening in the event's description.
3. Limit number of tickets per order to 1. The email address will pass to the Invite tab on OVEE, which controls access to private OVEE screenings. Users must purchase their own ticket; they cannot purchase it for others.

Once you've saved the event, take the unique EVENT EID# that appears at the end of the url after the = sign and add it to the EVENTBRITE field in the your OVEE Screening.

For example: <https://www.eventbrite.com/edit?eid=260602810>

Each Eventbrite ID can only be linked to one OVEE screening.

You're all set! Advertise your event through an email marketing platform like MailChimp (and include the screening URL) or by inviting folks through OVEE. When people land on your OVEE screening page and click RSVP, OVEE will now direct them to Eventbrite.

Eventbrite will also send OVEE the RSVP list by adding them to the Invite tab for that screening. You should use Eventbrite to send out reminder emails about the event.