

Sacred Hive

PROMO TEAM • APP GUIDE

Promote shows and get on the guest list.

How to use the Promo Team section of the Sacred Hive app: get in with your invite code, apply to promote a show, post your promo, upload proof, and lock in your spot on the list.

THE APP

SACRED HIVE • IOS & ANDROID

WHERE IT LIVES

SETTINGS → PROMO TEAM

WHAT YOU EARN

FREE ENTRY, YOUR NAME AT THE DOOR



THE WHOLE THING ON ONE SLIDE

How it works, start to finish

Every show in the app has a roster of promoters. You apply, you do the promo the show asks for, you upload proof as you post, and the team confirms you on the guest list. The app shows exactly which of the four you are on, for every show, all the time.

1 · APPLIED

Apply to promote

Pick an open show in **Promo Events**, read its requirements, tap **Apply to promote**. You are now on the team for that show.

2 · WORKING

Do the promo

Post exactly what the show's **Promo requirements** list asks for: stories, feed posts, tags, the ticket link.

3 · PROOF IN

Upload proof as you go

Screenshot each post and add it under **My Applications & Proofs** right after you post it.

4 · ON THE LIST

You're in

The team reviews your proof and approves you. Your phone gets a push, and your name is on the guest list at the door.

WHAT YOU EARN

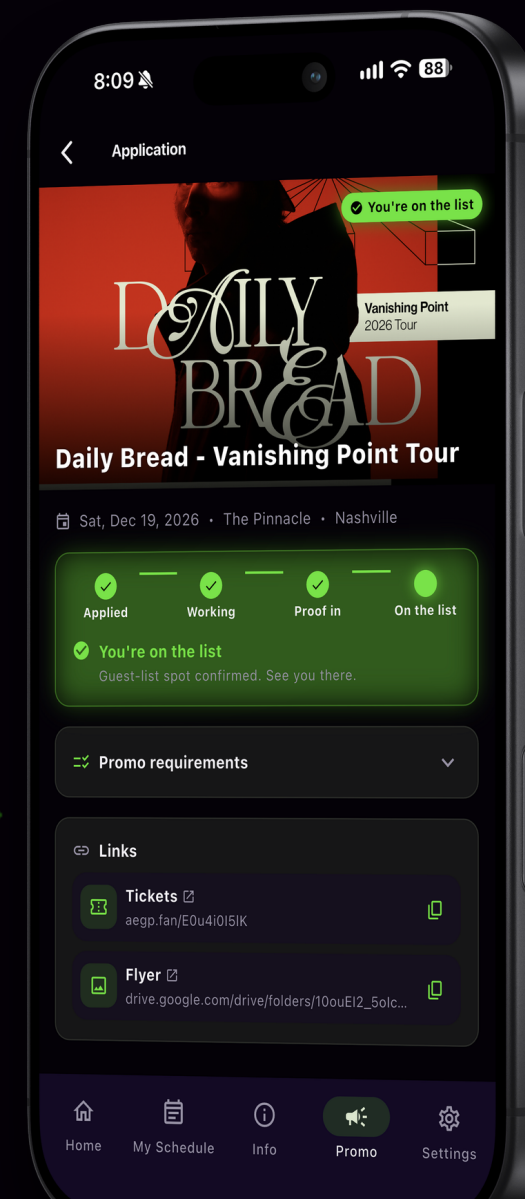
Free entry to the show you promoted

A guest-list spot is for you. Show up, give your name at the door, walk in.

AND ALONG THE WAY

Points, levels, and the leaderboard

Applying, posting proof, and getting approved all earn points. Points level you up and rank you on the team leaderboard, and the top of the board gets automatic team spots, plus-ones, and VIP upgrades to Sound Haven and Eternal NYE.

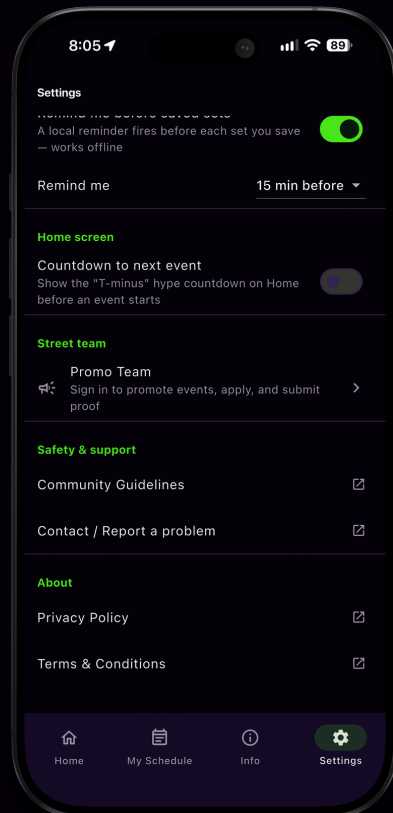


ONE-TIME SETUP, ABOUT TWO MINUTES

Download the app, then create your promo account.

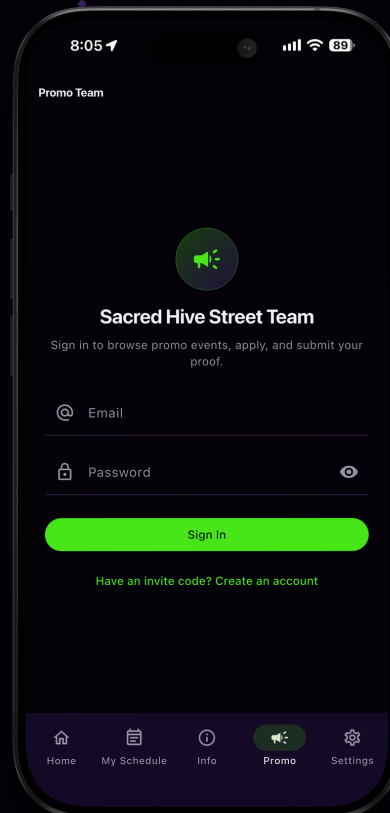
A SETTINGS

Open **Settings**, scroll to **Street team**, tap **Promo Team**.



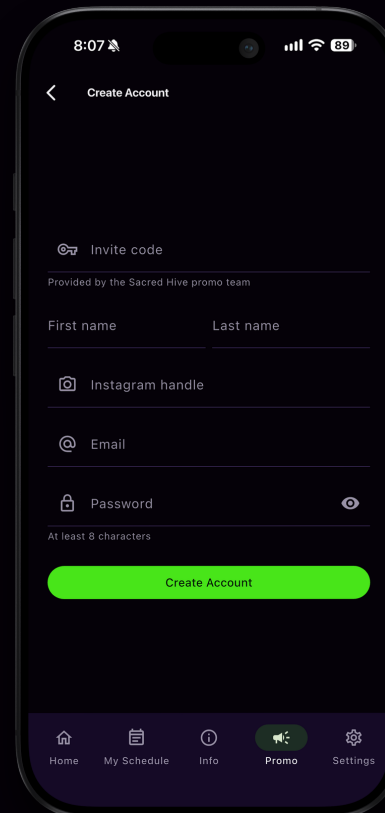
B SIGN IN SCREEN

First time? Tap **Have an invite code?** **Create an account**.



C CREATE ACCOUNT

Enter your **invite code**, name, Instagram handle, email, and a password.



BEFORE ANYTHING

Get the Sacred Hive app

Search **Sacred Hive** on the App Store or Google Play. It is the same app fans use for lineups and set times; the Promo Team section is inside it.

INVITE CODE

Comes from the management team

Signup is invite-only. If you were told you're on the team but don't have a code, message us before you try to register. The code is required.

INSTAGRAM HANDLE

Use the account you'll post from

This is how the team matches your proof to your posts. Enter the handle without the @.

AFTER THAT

Just sign in

Your account stays signed in. Once you're in, a **Promo** tab appears in the bottom bar so you can skip Settings next time.

THE PROMO TEAM HOME SCREEN

The Promo Team home screen

This is where you land every time you open Promo. It reads top to bottom: who you are and your level, your next move, your numbers, and the four places you can go.

01 Your level and points

The bar shows how close you are to the next level. Points come from applying, uploading proof, and getting approved.

02 Your next move

The green card is the one thing to do right now: upload proof for a show, browse gigs, or just wait on a review. Tap it and it takes you straight there.

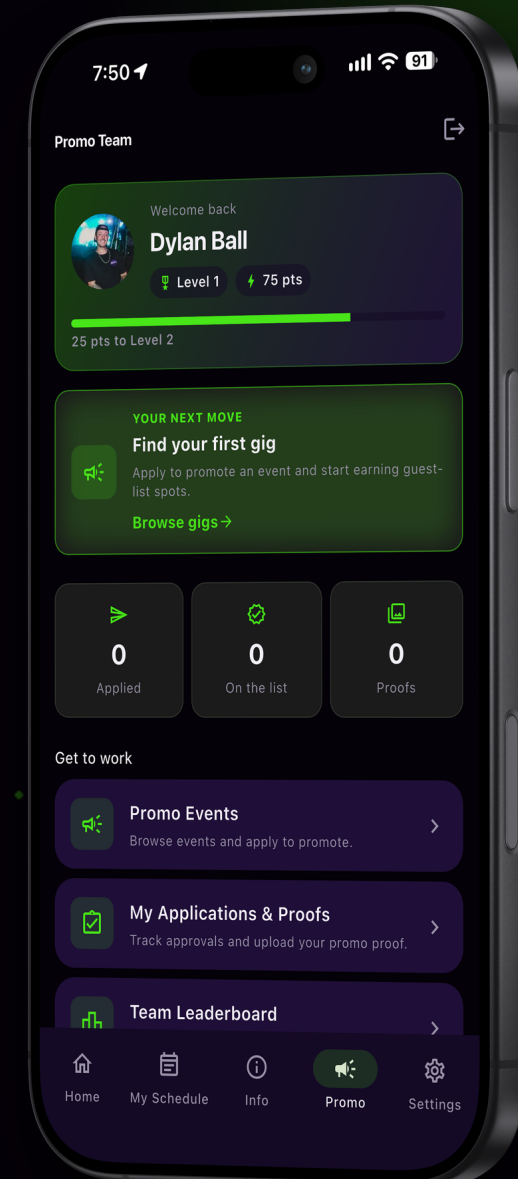
03 Applied · On the list · Proofs

Your running totals. **On the list** is the number that matters: shows you have earned a guest-list spot for.

04 Get to work

Promo Events to find shows. **My Applications & Proofs** to track status and upload. **Team Leaderboard** to see where you rank. **Profile** to edit your details or password.

If you're ever unsure what to do, come back here and follow the "Your next move" card.



PROMO EVENTS

Find a show to promote

Each card is a show with its flyer, date, venue, and how much of the promoter roster is still open. Tap a card to see the full details and apply.

01 Open with spots left

The roster has room. The green bar and "12 spots left" show how fast it's filling. Apply while it's open.

02 Full roster full

Every spot is taken. You can still tap in and join the **waitlist**. If someone withdraws, the next person in line gets a push.

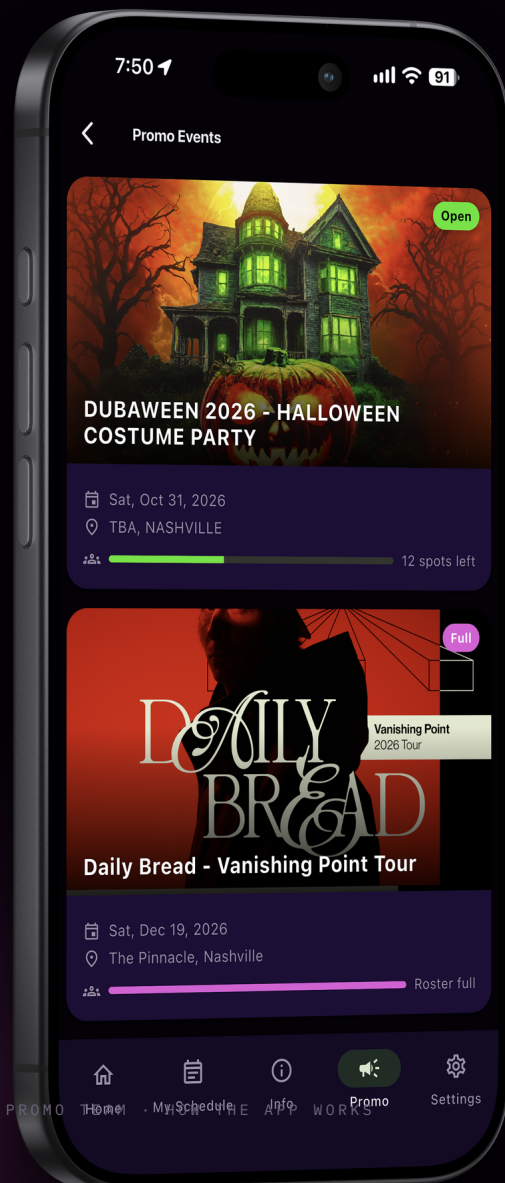
03 Already applied?

Shows you've applied to carry your status badge on the card, so you can tell at a glance what still needs work.

04 Only current shows

Past shows drop off this list after the event. Your history and proofs stay under **My Applications** → **Past gigs**.

Pick shows you'll actually post about. A guest-list spot is earned by the promo, not by applying, and applying then going quiet holds a spot someone else wanted.



THE EVENT SCREEN

Read the requirements before you apply

The event screen has everything you need to decide: the date and venue, how many promoters are on it, what the show expects from you, and the links you'll be posting.

01 Promo requirements

Tap to expand. Every show is different, so read it before you apply, not after.

02 Links

The **Tickets** link and the **Flyer** folder. The copy button puts the link on your clipboard. Always post the ticket link from here, never one you found somewhere else.

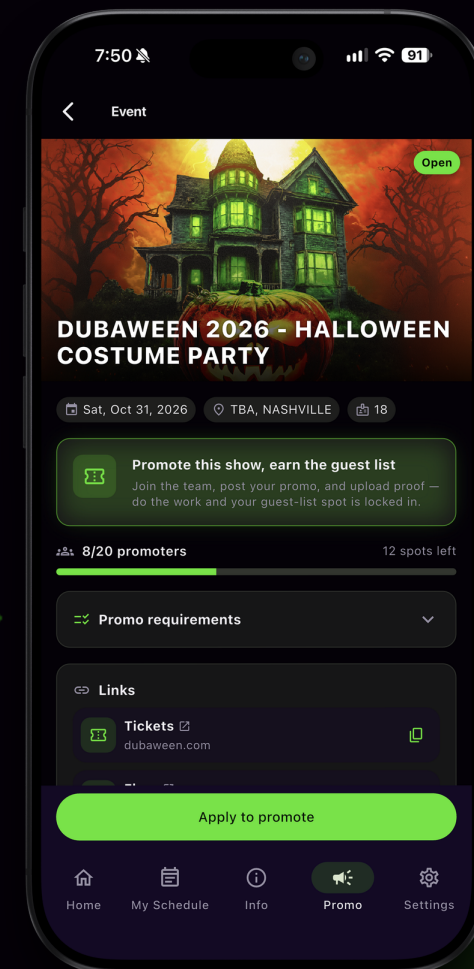
03 8/20 promoters · 12 spots left

The roster count. Once it hits the limit the button turns into a waitlist.

04 Apply to promote

One tap and you're on the team for this show.

Applying puts you on the team, not on the guest list yet. The list comes after the work and the proof.



WHEN THE ROSTER IS FULL

If the roster is full, join the waitlist

A full show still lets you tap **Apply**. Instead of joining the roster, the app shows you what you'd be signing up for and asks if you want the waitlist.

01 Read "What you're signing up for"

The waitlist sheet shows the show's full requirements first. If a spot opens, these are the rules you're agreeing to.

02 Tap Join waitlist

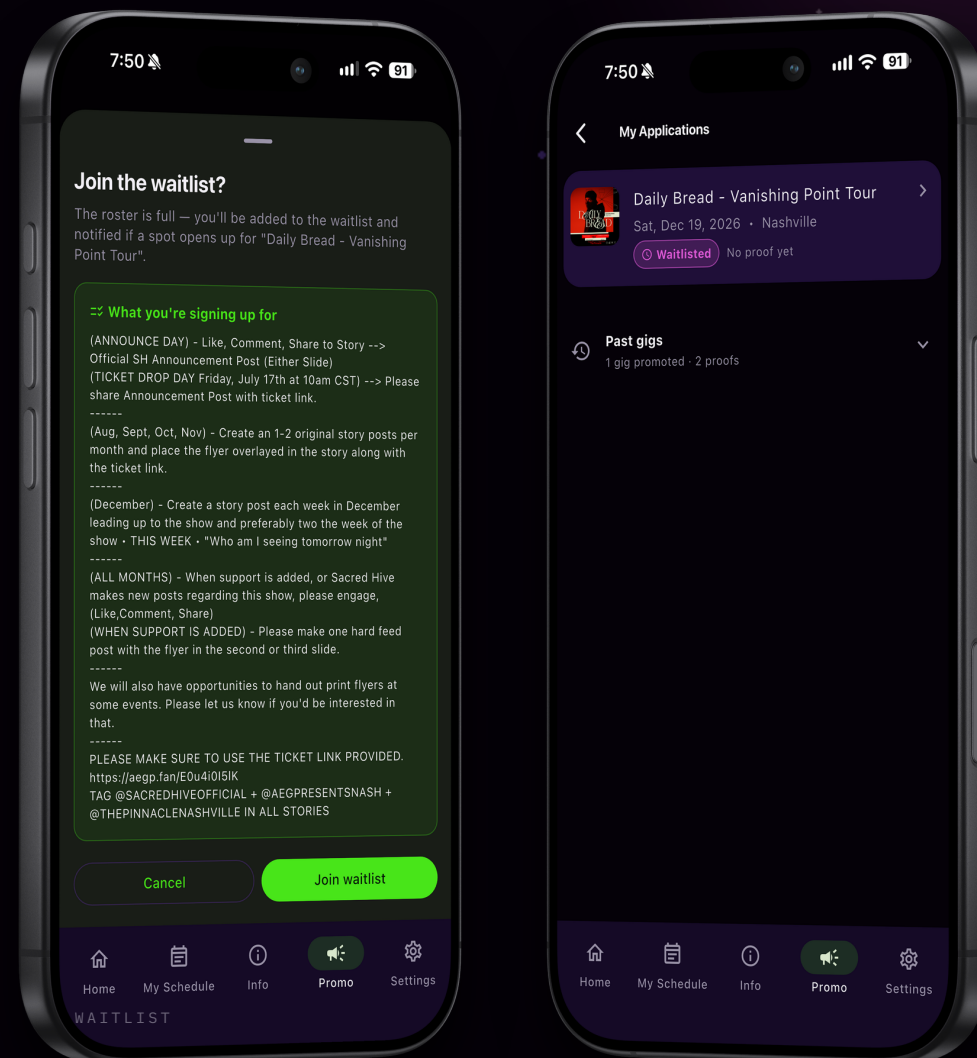
Your application shows as **Waitlisted** under My Applications: "You're next in line if a spot opens."

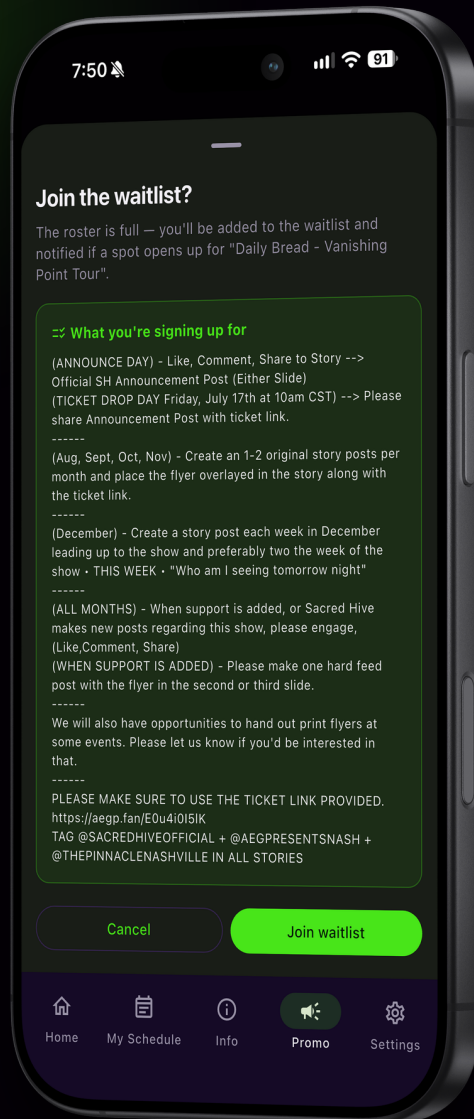
03 Get the push

When someone withdraws or the team adds a spot, your phone tells you. From there it's the same as any other show: post, upload proof, get approved.

04 Changed your mind?

Open the application and tap **Withdraw application**. It's the same button for any show you can't follow through on.





WHAT "THE WORK" USUALLY LOOKS LIKE

What the requirements usually ask for

The exact list is in the app for each show and it is the one that counts. Most shows follow the same shape, so here is what to expect. Each of these is a post you'll screenshot as proof.

ANNOUNCE DAY

Like, comment, share to story

The official Sacred Hive announcement post, either slide, to your story the day it drops.

TICKET DROP

Share the post with the ticket link

The show's ticket link, from the app, in the story on the drop day and time the requirements name.

EVERY MONTH UNTIL THE SHOW

1 to 2 original stories a month

Your own story with the flyer overlaid and the ticket link, not a repost.

SHOW MONTH

One story a week, two the week of

Ramp up as the show gets close, with "who am I seeing tomorrow night" posts the week of.

WHEN SUPPORT IS ADDED

One hard feed post

A real feed post with the flyer as the second or third slide, plus engage with the support announcement.

EVERY POST, EVERY TIME

Use the app's ticket link and tag everyone listed

@sacredhiveofficial plus the venue and promoter accounts the requirements name. Untagged posts can't be verified.

Print flyers. Some shows have hand-out flyers too. If you want in on that, say so when you apply or message the team.

MY APPLICATIONS & PROOFS → THE SHOW

Upload proof right after you post

Proof is how the team knows the work happened. Open the show under **My Applications & Proofs** and add a screenshot for every post the requirements asked for, as you go.

01 Screenshot the post itself

The story or feed post as it appears live, with the tags and the ticket link visible. A screenshot of your camera roll or the flyer alone is not proof.

02 Tap Add, pick the screenshots

You can add several at once, and each one lands in the **Proof of promo** grid with an X in case you picked the wrong image.

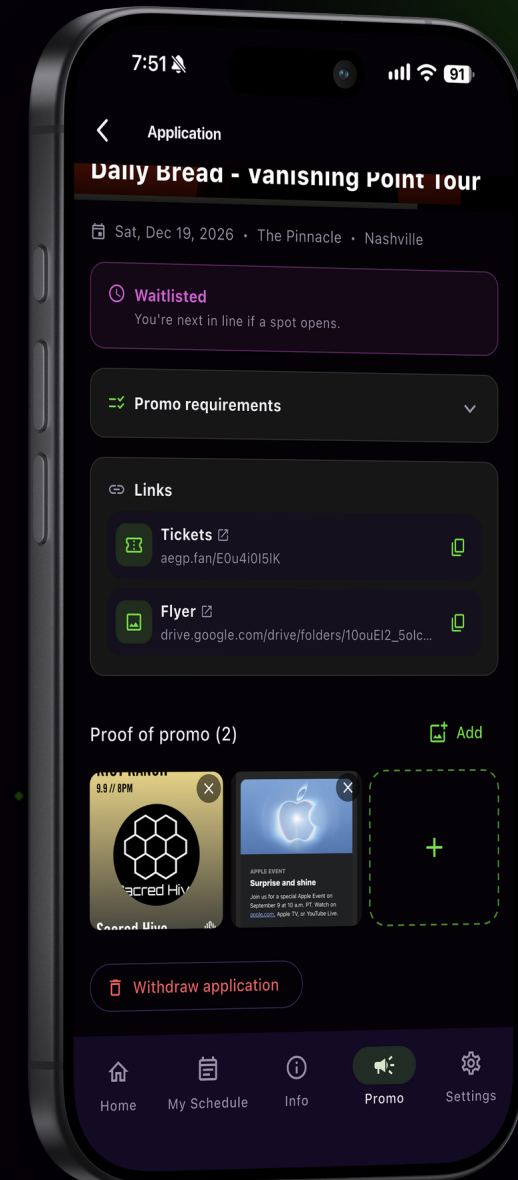
03 Upload as you go, not at the end

Add proof right after each post. Your status moves to **Proof in review** and the team can check it while the post is still up.

04 The links stay here too

Tickets and flyer links live on this screen for the life of the show, so you never have to go hunting.

If a failed upload happens, the app offers a one-tap retry for just the files that didn't make it. Nothing to redo.



APPROVED

What happens when you're approved

Once the team has seen your proof, they approve the application. Your phone gets a push, the show's card turns green, and the journey strip fills all the way to **On the list**.



Applied

You're on the team



Working

Posting the promo



Proof in

Team is reviewing



On the list

Guest-list spot confirmed

01 What you get

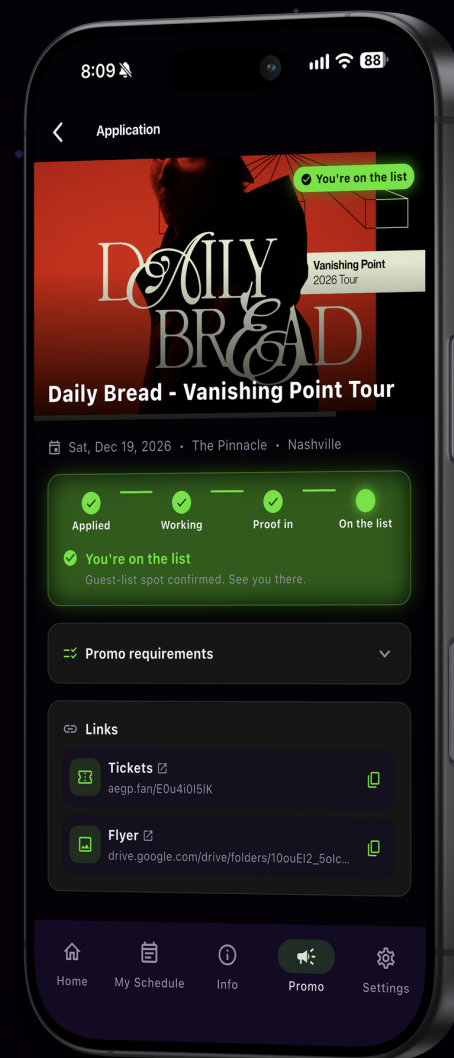
Free entry to that show for you. Give your name at the door, there's no ticket or code to show.

02 Keep posting through show day

Approval isn't the finish line for the promo. The week-of stories still count and still earn points.

03 Then it goes in the archive

After the show, it moves to **Past gigs** with your proofs. That's your track record: "3 gigs promoted · 9 proofs."



THE FIVE BADGES AND WHAT TO DO ABOUT EACH

What each status means

On the team

You applied, no proof yet. You're accepted to work the show. Post the promo, then upload proof to lock your guest-list spot.

Do: post and upload.

Proof in review

Proof is uploaded, the team hasn't approved yet. Your proof is with the team. Hang tight, and keep posting on schedule.

Do: keep going.

✓ You're on the list

Approved. Guest-list spot confirmed. See you there.

Do: show up, say your name.

Waitlisted

The roster was full when you applied. You're next in line if a spot opens, and you'll get a push.

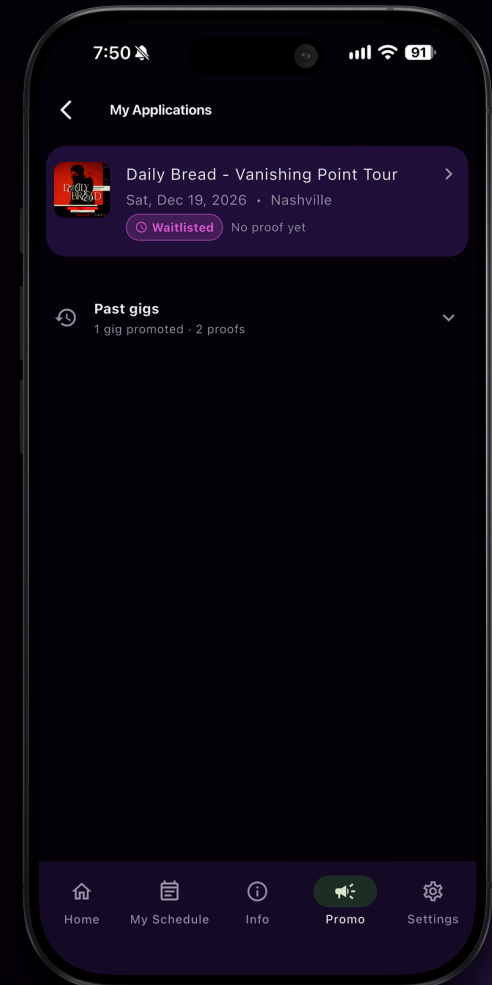
Do: wait for the push.

Not selected

This one didn't work out, but there are plenty more gigs to apply to.

Do: apply to the next one.

Where to look. The badge sits on the show's card in Promo Events and My Applications, and in the header of the application screen with a line of sub-copy saying exactly what to do next.



TEAM LEADERBOARD

Points, levels, and the leaderboard

Apply to gigs, upload your promo proof, and land guest-list spots to earn points, level up, and climb the board. That's the whole system. The leaderboard is the entire team, ranked.

01 Points

Earned for the things that matter: applying, proving the work, and getting approved. The lightning-bolt number next to your name.

02 Levels

Points fill the bar on your HQ card. Each level takes more than the last. "25 pts to Level 2" is the app doing the math for you.

03 The podium

Top three get the medal rings up top. Everyone else is listed in order with their level and how many shows they've been approved for.

04 Your rank card

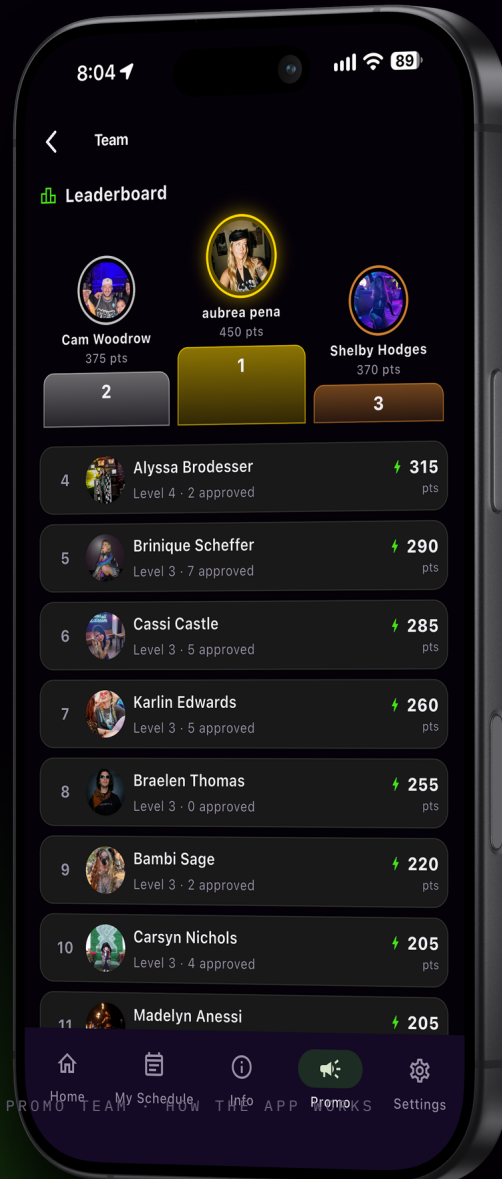
Scroll to the bottom of the board for a pinned card with your own standing and a "How points work" explainer.

WHAT THE TOP OF THE BOARD GETS

Automatic team spots, plus-ones, and VIP upgrades

The top promoters on the leaderboard are picked for **automatic spots on the team** without applying, a **plus-one at select events**, and **complimentary VIP upgrades to Sound Haven and Eternal NYE**.

The people at the top of the board aren't the ones who applied to the most shows, they're the ones with the most approvals.



GROUND RULES

Ground rules

01

Use the ticket link in the app

Every show has its own link, and that's how sales get credited to the street team. Copy it from the app every time.

03

Upload proof the same day you post

Stories disappear in 24 hours. Screenshot it live and add it to the app before it's gone.

05

Can't follow through? Withdraw

Tap **Withdraw application** and the spot goes to the next person on the waitlist. It keeps your record clean.

02

Tag every account the requirements name

@sacredhiveofficial, the venue, and the promoter, in every story. An untagged post can't be verified, so it can't be approved.

04

Real posts only

Proof has to be your own public post, live on your account. Reused screenshots or posts on a private or alt account don't count.

06

Engage with everything about the show

Every time Sacred Hive posts about a show you're on, like it, comment, and share it. It's part of the requirements on every show.

QUESTIONS · INVITE CODES

Dylan Ball

info@sacredhiveofficial.com
931.272.5740

INSTAGRAM

@sacredhiveofficial

Tag us in every story

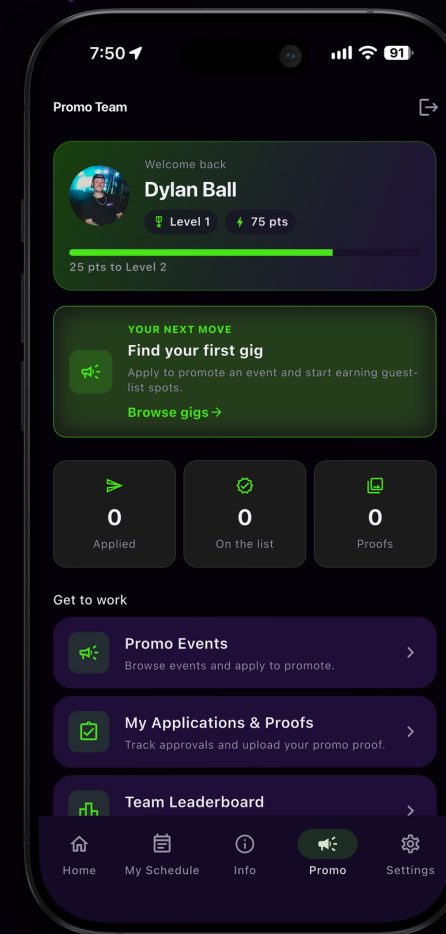
THE APP

Sacred Hive

App Store · Google Play
Settings → Promo Team

SACRED HIVE PROMO TEAM · HOW THE APP WORKS

SEE YOU AT THE DOOR



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