Receiving and Responding to Booking Requests

Gigs & Booking · https://mister-mixmania.com/en/support/receiving-and-responding-to-booking-requests/

When will I receive requests?

Booking requests come in when your artist status is set to *Ready for Gigs* or *On Tour* and the button is visible on your profile.

Notification

You'll receive an email for every new request at your artist account address. The email includes all details: promoter type with icon (e.g. Club/Venue), name, date, location, expected attendance, and budget.

Viewing requests in your dashboard

1. Log in to the portal and open your **Dashboard**.
2. Go to the **Business → Requests** tab.
3. You'll see all open and past booking requests with their status (*New*, *Read*, *Replied*, *Declined*).

Replying

Reply directly by email — your reply goes straight to the promoter since their address is set as the Reply-To. Options to decline or mark as replied are available in the dashboard.

Changing your booking status

If you temporarily don't want to receive requests, set your status under *My Profiles → Edit Artist → Status* to *In Studio* or *Not Available*. The booking button will disappear from your profile automatically.