

How to Create a Form from Scratch with Paymattic

This article will guide you through the process of how you can easily **Create a Form** from scratch through [Paymattic](#).

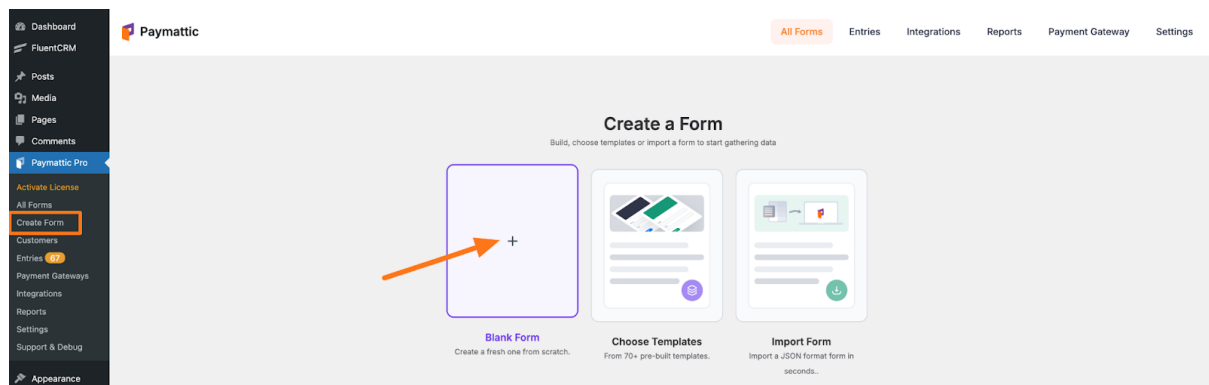
Creating Forms from Scratch

To learn how to create a form from scratch with Paymattic, follow the steps with the screenshots below –

First, go to the **Paymattic Dashboard** from the **WordPress Left Sidebar** and click the **Create Form** section. Then, you will get three options to create forms. These are:

- **Blank Form:** This option allows you to create fresh forms from scratch.
- **Choose Templates:** Here, you can use pre-built templates to create forms to avoid the hassle of making them from scratch.
- **Import From:** This option lets you import your JSON format forms from other platforms to Paymattic.

To create a form from scratch, click the **Blank Form** option.



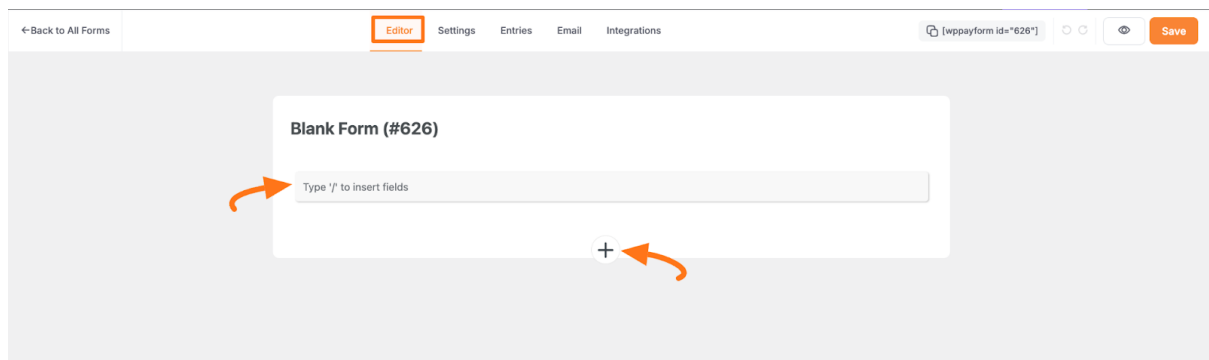
Adding Desired Field/s

Once you click the **Blank form**, it will redirect you to the **Editor** page where you can build your form by adding necessary fields and edit it anytime if needed.

Here, you will have **Two Options** for adding your **Desired Fields** to the form. These are:

1. **Type “/” to insert fields:** In this field, you can easily add your desired field/s by typing the field name with the “/” sign before it.
2. **Plus Icon:** You can simply click the **+ Plus Icon** and all the available fields will appear inside a pop-up page from where you can choose your desired field/s.

For instance, I clicked the **Plus Icon** to add the Payment related fields.

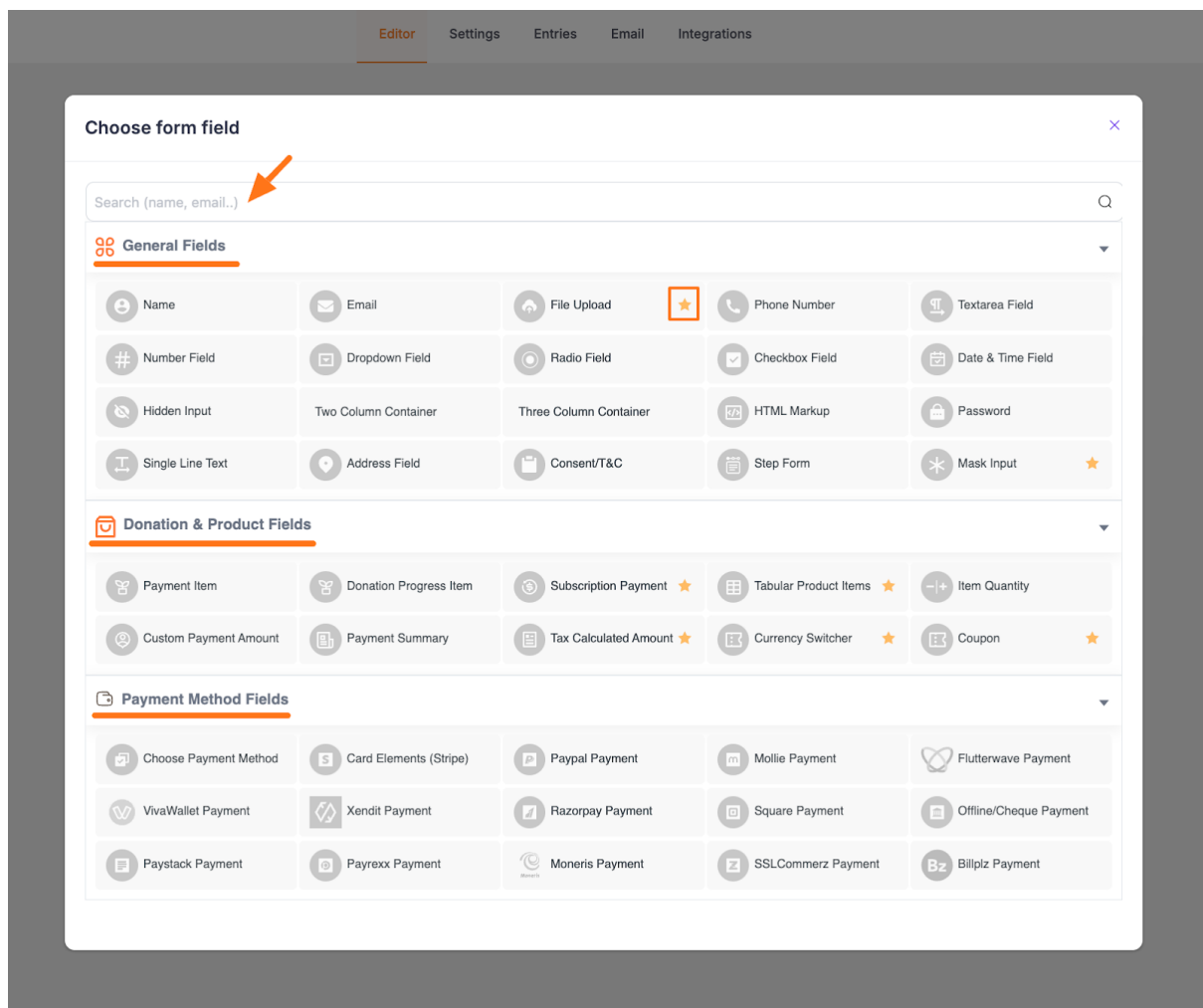


On the **Choose form field** page, you will get all the field options that Paymattic offers and you can choose anyone just by clicking on it.

You can see, Three major Sections containing all the available Fields. These are:

- General Fields
- Donation & Product Fields
- Payment Method Fields

“Remember, **Fields with a Star Sign** in the right corner **are Pro features**. You need to install and activate the [Paymattic Pro](#) Plugin to use them.”



General Fields

Here you can see all the General Fields for your form. Select anyone according to your preference by clicking on it. To learn the detailed use of all fields, read this [Documentation](#).

“But, we always suggest you keep the **Name** and **Email** field at the beginning of any Form.”

 **General Fields**

 Name	 Email	 File Upload ★	 Phone Number	 Textarea Field
 Number Field	 Dropdown Field	 Radio Field	 Checkbox Field	 Date & Time Field
 Hidden Input	Two Column Container	Three Column Container	 HTML Markup	 Password
 Single Line Text	 Address Field	 Consent/T&C	 Step Form	 Mask Input ★

Donation & Product Fields

Now, scroll down and you will find the Donation & Product Fields area. Select anyone according to your preference by clicking on it. To learn the detailed use of all fields, read this [Documentation](#).

For example, I am adding the [Payment Item](#) field for demonstration purposes.

 **Donation & Product Fields**

 Payment Item	 Donation Progress Item	 Subscription Payment ★	 Tabular Product Items ★	 Item Quantity
 Custom Payment Amount	 Payment Summary	 Tax Calculated Amount ★	 Currency Switcher ★	 Coupon ★

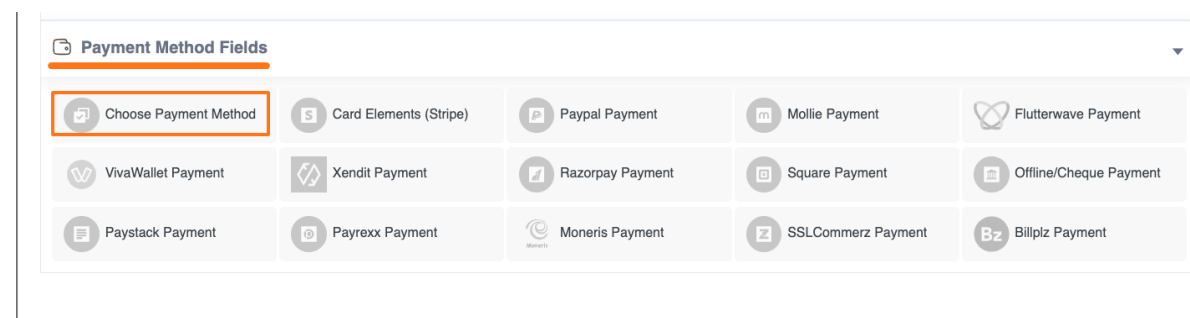
Payment Method Fields

Now, go down and you will find all the payment gateways under the **Payment Method Fields** area. Select anyone according to your preference by clicking on it.

“Remember, you must add at least one Payment Method field to create a payment form.”

You can select a **Single Payment Method** by clicking on the desired payment gateway name. Or, you can select **Multiple Payment Method** by clicking on the **Choose Payment Method** field.

For example, I select the **Choose Payment Method** field to show the process.



Editing/Customizing the Created Forms

Once you added all your necessary fields, you can edit them according to your needs. To learn how to edit a form, read this [Documentation](#).

Integrating the Created Form

To integrate and display the form on a specific Page/Post, **copy** the **Shortcode** and paste it into your desired Page/Post.

Once you complete the edit, press the **Save** button to save all the changes you made. And, to see the **Preview** of the form, click the **Eye** icon.

“Remember, the process of adding and customizing fields in every step is almost similar.”

Editor Settings Entries Email Integrations

[wppayform id="626"] Preview Save

Payment Form

Pay your bills here.

Full Name

Name

Email Address

Email Address

All Products

☒ Product A - \$ 10 ☒ Product B - \$ 50 ☒ Product C - \$ 100

Choose Payment Methods

☐ stripe ☐ PayPal ☐ mollie ☐ payoutstack ☐ Square

Type 'j' to insert fields

Button settings

Submit

Form Preview

Here is the **preview** of the **Form** that we created from scratch.

Payment Form

Pay your bills here.

Full Name *

Thomas Alford

Email Address *

.com

All Products *

☐ Product A – \$10 ☒ Product B – \$50 ☐ Product C – \$100

Choose Payment Methods

☐ stripe

☐ PayPal

☒ mollie

☐ paystack

☐ Square

☐ 

Submit

This way you can easily create a form from scratch in Paymattic Forms!
If you have any further questions, concerns, or suggestions, please do not hesitate to contact our [@support team](#). Thank you.