Create Free Shipping Coupons

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The following will provide you with instruction on how to create free shipping codes, which can be entered by customers upon checkout for an order. Note: If this is your first time creating a new coupon, make sure that you enable coupons in WooCommerce > General settings before getting started. Navigate to
WooCommerce > Coupons. Click Add Coupon. Select the Allow Free Shipping option. Click Publish.
Navigate to the Free Shipping option you've just created Select the dropdown, then choose the option for A valid free shipping coupon. Click Save Changes.

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Online URL: https://www.heartinternet.uk/support/article/create-free-shipping-coupons.html