1. Go to <u>https://www.capital.edu/christmas-festival/</u> and click on the date of the performance for which you wish to purchase tickets. NOTE: you must purchase tickets for each concert date in a separate transaction.



2. This will redirect you to the Ticket Purchasing website for the Festival, Eventbrite. Each date has its own Eventbrite page, so be sure you have selected the correct performance date.



- 3. Click on the red "Get Tickets" box.
- 4. In the new screen that opens, click on the "Buy on Map" button below the seating map (beneath the "Stage" label) to open the seat selection tool. This will allow you to choose where in Mees Hall you will be sitting for the performance.

Christmas Festival 2023 - FRIDAY Dec	ember 1st	×
Starts on Friday, December 1 - 7:30pm EST		
Promo Code	Apply	L. W. L.L. VI AN N. C.
Aduit \$35.00 Sales end on Dec 1, 2023 General Admission Ticket (non-student, non-senior)	0 ~	Stage
Senior Citizen (65 y/o+) S20.00 Sales end on Dec 1, 2023	0 ~	
Child (limited to 6-14 years old) <ul> <li>\$20.00</li> <li>Sales end on Dec 1, 2023</li> </ul>	0 ~	Buy on Map
	Get Tickets	

- 5. Click on the seat you wish to purchase (any seat shaded in purple is available), and then select the appropriate ticket type. You may purchase an unlimited number of tickets.
- 6. "Your Tickets" list on the right side of the screen will show you the tickets you have selected and that are in your cart for purchase.

-	Christmas Festival 2023 - FRIDAY December 1st	
	Time left 2:59:35	
① Apply	ing a promo code will clear your cart.	
Promo Code		
Enter code	9	Apply
		Your Tickets
	V Toqe	MFLR CTR ROW SEAT
+		MFLR P 108 CTR
-		MFLR S 107 CTR
		Order summary
		1 x GENERAL Adult \$35. • \$35.00 each
		1 x GENERAL Senior \$20. Citizen (65 y/o+)
		• \$20.00 each
		Delivery \$0.
		Total USD \$55.0

- 7. Click the "Checkout" button when you have selected all of your tickets.
- 8. The checkout screen will open. PLEASE NOTE THE TIMER AT THE TOP OF YOUR SCREEN. You must complete your order before the timer reaches 0:00. Complete the "Contact Information" section by filling in your First and Last names as requested. Enter your email address to which you would like the tickets emailed. Confirm the email address. Click the "Place Order" button when you are ready to purchase your tickets.

			Of the back	<u>k</u> da	in pr
Billing information			A CANADA CONTRACT		L'A
Logged in as jlaughlin@capital.edu. Not you?	*Required	- 12		a in des	and the second
First name Last name Jonas Laughlin		- 1	Your Tickets		
		- 1	MFLR CTR	ROW	SE
Email address <sup>*</sup> ilaughlin@capital.edu	1		MFLR CTR	E	1
Pay with			1 x GENERAL Senior Citizen (65 y/o+)		\$20.
Credit or debit card			S20.00 each  Delivery 2 x eTicket		\$0.
	_				

9. And that's it! A confirmation screen like the one below will appear. An email will also be sent to the e-mail address you provided which will have your eTickets attached as a printable PDF file.

🕑 Tha	anks for your order	#1909528549
YOU'RE GOIN	IG TO	
Chris	tmas Festiv	al 2021 - THURSDAY
Dece	mber 2nd	
jdoe@capital.ed	14	
idoe@capital.ed	тто	DATE
idoe grcapital ed <b>1 TICKET SEN</b> jlaughlin@c <u>Send to ano</u>	n <b>to</b> apital.edu <u>other email address</u>	<b>DATE</b> Starts on Thu, Dec 2, 2021 7:30 PM EST
idoe@capital.ed <b>1 TICKET SEN</b> jlaughlin@c <u>Send to and</u> LOCATION	nt <b>to</b> apital.edu other email address	<b>DATE</b> Starts on Thu, Dec 2, 2021 7:30 PM EST

You may click "View Tickets" on this screen to see your tickets in your web browser (you will need to go through an e-mail confirmation process to do so), but your tickets will have been automatically emailed to you as PDF attachments.

## Questions? Issues?

## **Contact us anytime at:**

christmasfestival@capital.edu

## and between 9:00am and 4:30pm at: (614) 236-6474