INSTRUCTIONS FOR SELF-INDENTIFYING YOUR ACESS REQUIREMENTS AND BOOKING YOUR TICKETS ONLINE

Please follow the steps below to self-identify your access requirements through your online account.

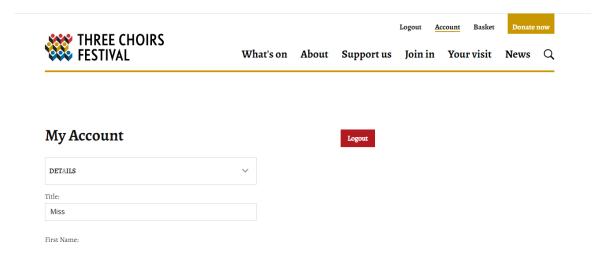
1. Go to the home page of our website at www.3choirs.org and click on the 'Account' icon in the top right of the screen:



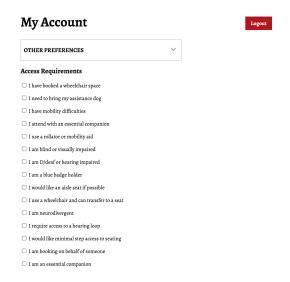
2. Insert your booking account email and password in the boxes provided. If you can't remember your password, then click on the 'reset' link and follow the instructions:

Login Email address: Password: Login New Customer? Register now Forgotten your password? Reset here

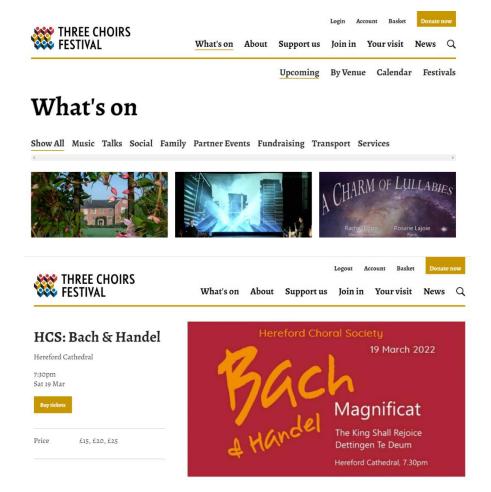
3. Once you have logged onto your account please go to the other preferences tab, the preferences tab can be found in the drop-down menu underneath My Account, Details:



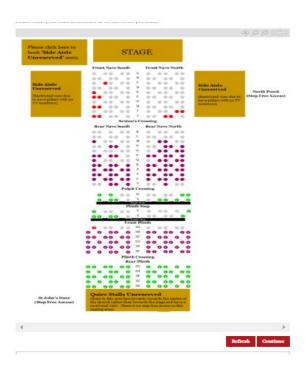
4. In the other preferences tab, please tick all the boxes that are relevant to you. It helps us to help you if we know as much about your requirements as possible:



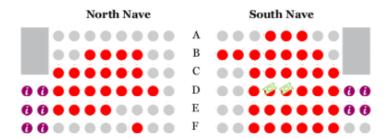
5. Once you have been through the process above, please remain logged into your account (if you are beginning the process at this point then you must make sure that you have logged onto your account before proceeding with you booking). Go to the 'what's on' page signed from the top of the website's home page and use the filters to find the event for which you would like to book:



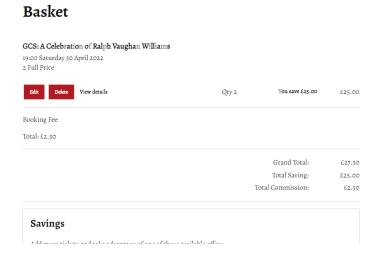
6. When you have found the event for which you wish to book, click on the 'Buy Tickets' button to access the seating plan and available seats. Once you are through to the seating plan, available wheelchair spaces will be shown up as a little wheelchair icon and seats for essential companions will be shown up by a star:



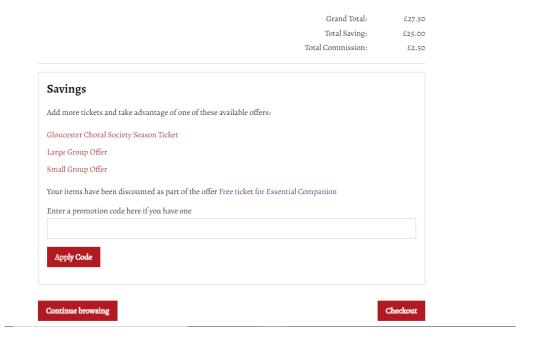
7. Select the seats that you wish to purchase by clicking on them then proceed to the basket:



8. Once in the basket, if you have self-identified to say that you attend events with an essential companion then your 2 for 1 tickets discount should automatically be applied to your basket. Please be aware that this offer can only be applied once per event in your order:



9. From the basket you can either choose to link back to 'What's On' and continue booking other events, or you can proceed to the checkout:



If you have any difficulties, please call us on 01452 768928 (Monday-Friday 10am until 4pm) or email us at booking@3choirs.org and we will be happy to assist you.