Easy Steps to Register for an Event

Follow these easy steps to complete and confirm your event registration:

1. Select your Ticket Quantity then click Add to Cart. You may register up to 6 attendees at one time.

2. Complete the Registration information for all Attendees. **For each attendee not used, enter NA in all unused registration blocks**. Click Add to Cart again. This adds the registration information.

3. Click on the blue Cart in the upper right corner where items and price are displayed.

4. Review your Cart to verify the type and amount of your ticket purchase. If OK, then click Checkout to proceed.

5. Finalize your Registration by entering your Email again and check the box if you would like an email reminder. Click Continue. Enter your Payment/Billing information and click Continue.

6. Review your Order Summary and click Purchase. Print your Confirmation page. When your order is confirmed, you will receive an email confirming your event registration.

If you do not see a confirmation page and follow up email, please contact the LCBA right away at <u>info@larimerbar.org</u> so we can help you with your registration.