

# THURSFORD CHRISTMAS SPECTACULAR

## How to book tickets online

- Go to <https://www.thursford.com>.
- Click on the golden ticket to **'Buy Tickets'**
- Select **2022 Christmas Spectacular – Book Online**
- Select the event you would like to book 'Christmas Spectacular 2022'
- Select the performance you wish to book. Green indicates good availability; amber indicates limited availability; red shows a performance is sold out.
- Use the seating plan and hover over each dot with your mouse to see the description, seat number and price of each seat.
- Click on the dots to select your seat. The seats you have selected will turn blue. When you are happy with your choice, click the gold 'Add to Basket' button.
- Your seats have now been added to your basket, where they will be held for you for 15 minutes.
- From this screen, you can switch to party rate **if you are booking more than 20 seats** by using the drop menus to remove your tickets from full price and applying the number of seats booked in the party rate discount drop down – *located on the right-hand side under 'number of seats'*. *If you are booking 20+ tickets, please remember to choose the party rate.*
- Once you have selected your discount (if booking under 20 tickets you do not need to select anything on this page. Click the gold 'Next' button.
- Check the details (event, date, time, seat and price) of your selection and select any extras you would like to purchase, for example pre-ordered brochure or refund protection through the company **'Booking Protect'** Once you are happy with your selection click the gold **Checkout** button.

- If you are not already, at this point you will need to either log into your account (by selecting the gold 'booked with us before' button or create an account if its your first time booking with us.
- If you are booking tickets online for the first time, you will need to set up a new account so that we know where to send your tickets to, it only takes a couple of minutes.
- Enter your address details (including your company name if you are booking as a coach party). Take care when entering your email address as this will become your log on and we will also send your confirmation email to this address. Choose a password you will be able to remember – it must be at least six characters long and only contain letters and numbers. The address that you use for your account must be the address that your payment card is registered to.
- Once you have entered your details, click the gold **Register** button.
- If you have an account but have forgotten your password, click on the **I have forgotten my password** link above the gold **Log On** box. This will prompt you to enter your email address. The website will then send you a link to reset your password.
- You will now be shown another summary of your order. Check it carefully and, when you are ready to continue, enter your card details, including the expiry date and the three-digit security code on the back of the card. To read the terms and conditions, hover your mouse over the words '**full conditions of the sale**' and click on the link. This will load our booking terms document.
- Once you have read the terms and conditions tick the check box **(Please note that, once paid for, our tickets are non-refundable and non-transferable)** double check your address matches the address your card is registered to, as well as checking you have booked the correct month and year and then click the gold **Pay Now** button.
- You have now purchased your tickets and will receive a confirmation email shortly.

**Thank you for booking to see the Thursford Christmas Spectacular.**

**We look forward to seeing you!**