2023 International Stewardship and Economic Empowerment Summit Eventbrite Step-by-Step Registration Guide <u>For Individual Attendees</u>

Attention: Please print out this guide to assist in the registration process.

Step 1: Click on the "Registration" button on the Summit Website home page



The system will navigate to the Registration Website via Eventbrite.



Step 2: Begin the Registration Process

Click on the Get Tickets Button:



Step 3: Specify that you are registering as an Individual

Click on the on the plus sign and then click the Checkout button to continue the process to register as a individual:

2023 International Stewardship and Economic Empowerment Summit May 30 - 11 am - May 31 - 8pm CDT	HETHODISTING
Church Group Attendees General Admission – 0 🛨	2 Barren summer
\$300.00	Order summary
Sales end on May 30, 2023	1 x Individual Attendee \$50.00 General Admission
Individual Attendee General Admission 🗧 1 🛨	Subtotal \$50.00
\$50.00	Fees O \$4.67
+\$4.67 Fee Sales end on May 30, 2023	Total \$54.67
Click on the plus sign to indicate that you Are registering as an individual	The total price for an individual is \$54.67 which includes a \$4.67 processing feefrom Eventbrite
Click on the Checkout Button To continue the process to register as an Individual	

Step 4: Enter required information for Billing Information and *Individual* Attendee General Admission. Please note there is a transaction fee included with the registration payment.

Enter your First Name, Last Name, Email Address, and Confirm Email under the Billing Information. Eventbrite by default asks for your First Name, Last Name, and Email Address again:

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	Billing information	m. Not you?	* Required	THE CONTRACTOR	nent Summit
	First name Eugene	Last name Johnson		Order summary	
	Email address * pastoreajohnson@gmail.com		1	1 x Individual Attendee General Admission	\$50.00
	Keep me updated on more events a	ind news from this event o	rganizer.	Subtotal	\$50.00
	Send me emails about the best eve	nts happening nearby or o	nline.	Delivery 1 x eTicket	\$0.00
	Ticket 1 · Individual Atte	endee General	Admission	Total	\$54.67
	First name Eugene	Last name Johnson			
	Email address * pastoreajohnson@gmail.com				
			Place Order		

Step 5: Continue to enter required information for Billing Information and Individual Attendee General Admission

Select your Episcopal District from the drop down. Select yes in the Individual Attendee Registration to begin to fill to fill out the required fields to register as an individual.

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Please selct your Episco	pal District*			
Choose one	_	~		Sent Summe
Group Attendee Registr	ation		Order summary	
Yes No			1 x Individual Attendee General Admission	\$50.0
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			Delivery 1 x eTicket	\$0.0
Pay with			Total	\$54.6
Credit or debit card			lotai	\$54.0
Pay in 4 interest-free p	ayments of \$13.67 with PayPal. <u>Learn n</u>	nore		
		Place Order		

÷	Cher	skout http://www.skout. http://www.skout. dee General Admission	AND	the x
	First name *	Last name*	Order summary	
	Email address*		1 x Individual Attendee General Admission	\$50.00
	Please selct your Episcopal Distric	t*	Subtotal	\$50.00
	Cho Select no under Group	Fees O Delivery 1 x eTicket	\$4.67 \$0.00	
	Yes No		Total	\$54.67
	Individual			
	Yes Sele process field	<u>ct yes to begin the</u> to fill out the required is to register as an		
		Place Order		

Step 6: Select your title and enter your Contact Name, Email Address ad Cell Phone Number

Select your title and enter your information into the appropriate fields

÷	Checkout Time left 2:23 Title	A LET HODIST	× ÷
	Bishop General Officer Connectional Officer	Order summary	nt Summit
	Presiding Elder Pastor Other	1 x Individual Attendee General Admission	\$50.00
	Attendee Contact Name (First, Middle, Last) *	Subtotal Fees O Delivery	\$50.00 \$4.67 \$0.00
	Email Address*	Total	\$54.67
	Cell Phone Number"	Enter Your Contact Na Email Address, and	<u>me,</u> 1
	Place Order	Cell Phone Number	5.

Step 7: Choose Your Payment Option

Individual Attendees can pay with their Credit or Debit Card, PayPal, or Google Pay.

				ent Summit
	Pay with		Order summary	
	Credit or debit card		1 x Individual Attendee General Admission	\$50.00
	Card number*		Subtotal	\$50.00
	- Expiration Date*		Fees O	\$4.67
	MM / YY 123 Zip	code *	Delivery 1 x eTicket	\$0.00
	Pay in 4 interest-free payments of \$13.67 with PayPal. Lea	information	Credit Card or Debit Control of the required field ment method is chosen	ard if/ \$54.67
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			Subtotal	\$50.00
	Proceed below with your PayPal account and co. Dete your	purchase.	Fees O	\$4.67
	Google Pay	(G Pay)	Delivery 1 x eTicket	\$0.00
	I accept the <u>Eventbrite Terms of Service</u> , <u>Community Guideline</u> <u>Policy</u> , (Required)	PayPal acco payPal acco if you choos payment m	n to your unt to purchase ethis ethod	\$54.67
	eventbrite			

÷	Checkout Time left 3:22		AL STEWAR	SHIP ×
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	Pay with		Order summary	
	Credit or debit card		1 x Individual Attendee General Admission	\$50.00
	Pay in 4 interest-free payments of \$13.67 with PayPal. Learn more		Subtotal Fees ©	\$50.00
	Google Pay	(G Pay)	1 x eTicket	\$54.67
	I accept the Eventhrite Terms of Service, Community, Palaes, and P Policy, (Required) You, will be taken to you To complete you eventbrite	ivacy ur Google Pay r purchase if y is payment	account: ou	
	Plac	e Order		

Step 8: Accept Eventbrite Terms and Conditions and Place Order

Accept Eventbrite Terms and Conditions and click on the Place Order button to complete your purchase and place your order.

← 000000000000000000000000000000000000	Checkout Time left 18.59 Yes No		COMUSTEWARDSHIP	¢ × summit
P	ay with		Order summary	
	Credit or debit card		1 x Individual Attendee General Admission	\$50.00
	Pay in 4 interest-free payments of \$13.67 with PayPal. Learn more		Subtotal Fees O	\$50.00 \$4.67
	Google Pay	(G Pay)	Delivery 1 x eTicket	\$0.00
ev Acc	I accept the <u>Eventhrite Terms of Service</u> , <u>Community Quidelines</u> , and Prin Policity agained) enthrite ept Eventbrite Terms and Conditions Place	Click on comple	the Place Order button ete your purchase and order	\$ 5 4.67

You will receive email confirmation when the registration is completed. A separate email will be sent to allow you to select the Summit Training Tracks you want to attend. You can only select one training track per time period.

Please contact the Summit Coordinators French & Linda Thompson (Kingdom Building Journey LLC) should you have questions and/or need more information at ninthdistricta@gmail.com or 817-782-9275