

# Subscriber registration using EMAIL to Purchase Tickets for Mudflat Class

1

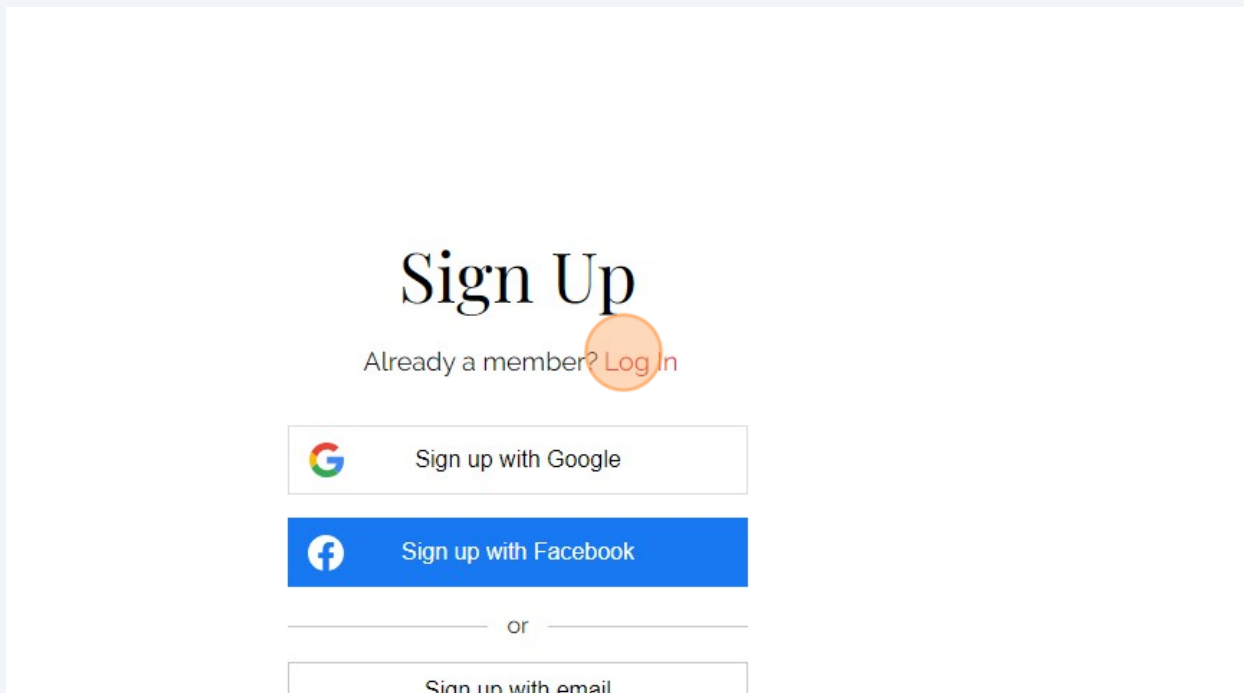
Navigate to <https://www.mudflat.org> . Find the where it says "Log in" in red on the right hand side of the screen located next to the menu bar and click "Log In"



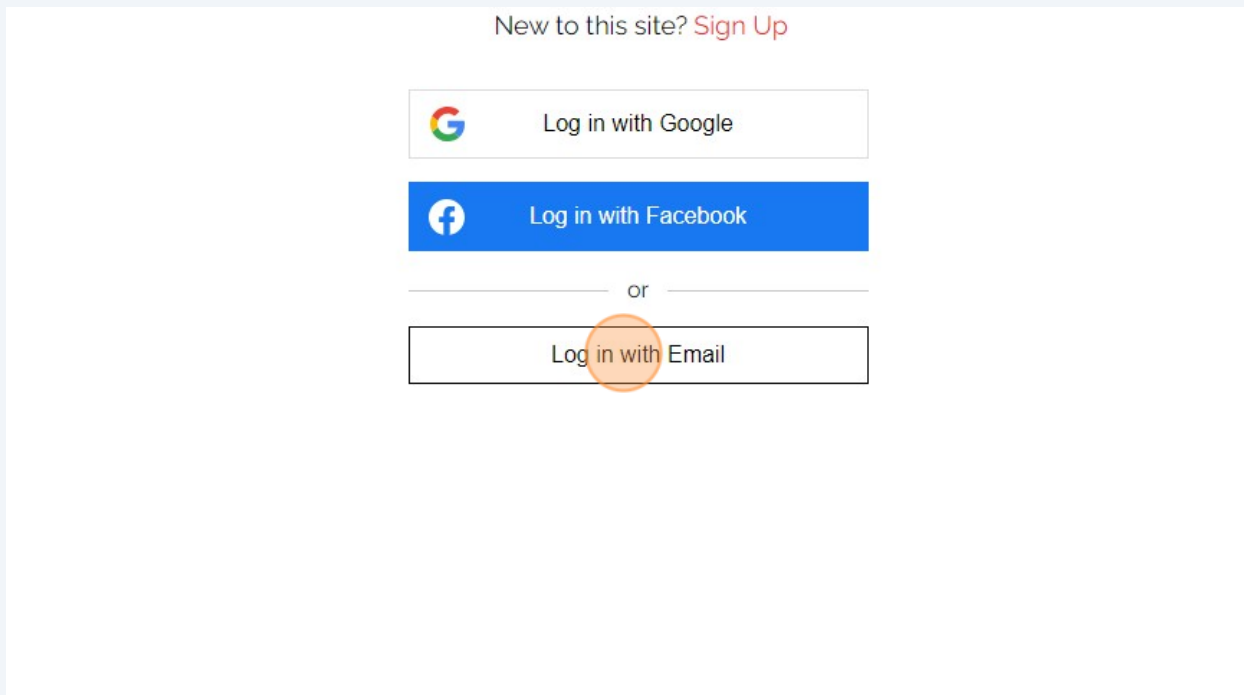
Alert! If you have not yet created an account, please do that step first. If you need to create an account, you will click "Sign up with Email".

2

When you reach the Sign Up page, click "Log In"



**3** Click "Log in with Email"



**4** Enter your email and the password you created for the Mudflat Site, then login.

\* If you forgot your password, you may request to reset it. Mudflat staff does not have access to account passwords. It is the subscriber's responsibility to remember their set password when creating an account. If you have trouble resetting your password, Mudflat staff are able to help request a password reset! \*

5 on the registration page, click "Register" for the class you want to register for.



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Register

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Contact

6 Since you are a subscriber, you will select the CLASS PRICE listed.

When you are logged into your account, your Subscriber discount will be automatically applied.

## Tickets

Price  
From \$750.00 to \$875.00

Class  
\$750.00  
+\$18.75 service fee

Quantity  
0

Class Plus New Membership  
\$875.00  
+\$21.88 service fee

Quantity  
0

Total

\$0.00

**7** Click "1" for the quantity ( you will only be allowed to purchase 1 spot in the class).

The screenshot shows a class selection interface. On the left, there are two price options: "Class" for \$750.00 with a \$18.75 service fee, and "Class Plus New Membership" for \$875.00 with a \$21.88 service fee. On the right, a "Quantity" selector is shown with a dropdown menu open, displaying "0" and "1". The "1" option is highlighted with an orange circle. Below the price options, the "Total" is displayed as "\$0.00". At the bottom, there is a red "Checkout" button.



Alert! If you are not logged in, then you will not receive your discount properly!



Tip! If you are due for renewal, DO NOT click the "Class plus new subscription" price. You will not be paying the correct amount if you select this. After registration, we will send invoices to everyone who is due for renewal. When you receive this invoice, you can pay it online to renew your subscription. You can find these invoice dates for renewal on the registration page of the website.

8 Click "Checkout" to get to the checkout page.

The screenshot shows a class registration interface. At the top, a cart item is displayed: "Class Plus New Membership" with a price of "\$875.00" and a note "+\$21.88 service fee". To the right of the item is a "Quantity" dropdown menu set to "0". Below the cart item is a summary table:

|                   |                 |
|-------------------|-----------------|
| Subtotal          | \$750.00        |
| Membership (-10%) | -\$75.00        |
| Service fee       | \$16.88         |
| <b>Total</b>      | <b>\$691.88</b> |

Below the summary table is a prominent red button labeled "Checkout". At the bottom of the page, a map is partially visible, showing "TEN HILLS" and "acham St".



Alert! After clicking "Checkout" you will have 5 minutes to complete your registration and payment while your spot is held. If you do not complete the registration within 5 minutes, you will lose your space in the class and have to go back to the class registration page and start again.

**9** Fill out your information if it is not already filled in. Click "Continue"

### 1. Add your details

\*First name

\*Last name

\*Email

Continue

**10** Fill in all of the required information for registration.

suziepotter81@yahoo.com

Pronouns

\*Street Address

\*City

\*State

\*Country

\*Postal Code



13 You must agree to the event policies.

If you would like to read the policy, click on the underlined words.

3. Event Policies

Please indicate that you've read and agree to the event's po

I agree to: Refund Policy

Continue to Payment

4. Payment

14 Click "Continue to Payment"

3. Event Policies

Please indicate that you've read and agree to the event's policies.

I agree to: Refund Policy

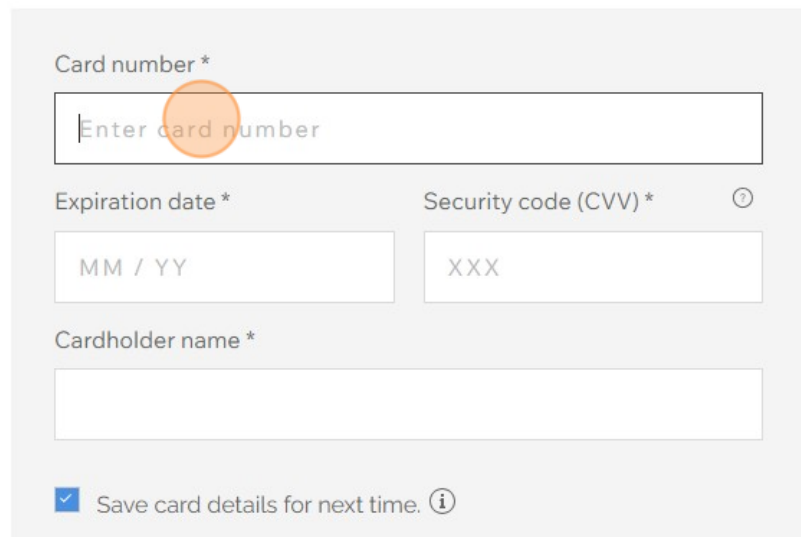
Continue to Payment

4. Payment

|                      |
|----------------------|
| Adult Class Registra |
| Class \$750.00       |
| Qty: 1               |
| Subtotal             |
| Membership (-10%)    |
| Service fee          |
| Total                |


- 15 Fill out all of your payment information and click "Place Order"

## 4. Payment



The screenshot shows a payment form with the following fields and options:

- Card number \***: A text input field containing the placeholder text "Enter card number". An orange circle highlights this field.
- Expiration date \***: A text input field containing the placeholder text "MM / YY".
- Security code (CVV) \***: A text input field containing the placeholder text "XXX". A question mark icon is located to the right of the label.
- Cardholder name \***: A text input field.
- Save card details for next time.** An information icon is located to the right of the text.

 **Tip!** When you place your order, you are enrolled and have paid for the class. You will receive an email from [wix.com](https://wix.com) via [kate](#) with your confirmation. If you did not receive the confirmation email, check your junk or spam folder.