



EGM Ticket Instructions

Step 1: The Group's nominee will receive an email invitation from (orders@eventbrite.com) inviting you to register for EGM Tickets. If you do not receive this email please check your spam or junk folder.

Step 2: The email will have a link that brings you to the Eventbrite Ticket Page. If you cannot click on the link in the email please make sure you click the button to display images and links and then try click again.

Step 3: When you click the link the EGM page will open up on the Eventbrite website. You will need to click the green "Tickets" button to the right hand side of the page. You will then be asked for an access code. The access code is the email address that received the initial invite from Eventbrite.

Step 4: You will have the option to choose up to 5 tickets. You will be able to get up to 3 Group Delegate tickets and 2 Group Youth Delegate tickets. If you wish to send more than two Youth Delegate they will use one of the "Group Delegate" places

Step 5: Fill in the details for the delegates. Please wait until you have the correct names against all tickets before finalising your order.

Step 6: Each Delegate will receive a confirmation email with their ticket attached as a PDF. Please ensure the email address you enter for each delegate is correct. Delegates will also have the option to store their ticket on a "smart-phone"; if you decide to go with this option then you do not need to print your ticket. Just make sure you have your smart-phone charged for the day of the EGM. Please note the Group Leader will also receive a copy of the group delegate's tickets by email.

Step 7: The ticket must be presented at check in. Your ticket will be scanned at you will receive your voting card.



Frequently Asked Questions

1. What do I do if I have not received the email inviting me to register for tickets?
Please check your spam or junk folder if you cannot locate the email invitation from Eventbrite.
2. Do I need to bring my ticket on the morning of the EGM?
Yes you will need either; your printed ticket or your e-ticket on your smart-phone. You will not be allowed to enter the meeting without your ticket.
3. Am I able to change the name on the ticket to another member of my group?
Yes, you can change your delegates details up until 17:00 on Tuesday the 22nd of October. You can do this by logging into your Eventbrite account.
4. What is the cut-off date for registering for my ticket?
You must register before 17:00 on Tuesday the 22nd of October. After this time registration will be closed.