



National Council Ticket Instructions Delegate - Group

1. Step 1: The Group leader/County Commissioner will receive an email invitation from (orders@eventbrite.com) inviting you to register for National Council Tickets. The email will be sent to your email address that is listed on the Database. If you do not receive this email please check your spam or junk folder.
2. Step 2: The email will have a link that brings you to the Eventbrite Ticket Page for National Council. 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.
3. Step 3: When you click the link, the National Council 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.
4. Step 4: You will have the option to choose up to 4 tickets. Choose how many tickets you need for your Group's Delegates. Please note at least one delegate must be a registered youth member.
5. Step 5: Fill in the details for the delegates who will be getting the tickets to National Council. Please wait until you have the correct names against all tickets before finalising your order.
6. 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 National Council. Please note the Group Leader will also receive a copy of the group delegate's tickets by email.
7. Step 7: The ticket must be presented at check in on the morning of National Council. Your ticket will be scanned at check in and depending on what ticket you have; you will then receive the relevant National Council paperwork i.e. voting card and ballot paper(s).



National Council Ticket Instructions Delegate - County Commissioner and County Youth Representative

1. Step 1: The County Commissioner will receive an email invitation from (orders@eventbrite.com) inviting you to register for National Council Tickets. The email will be sent to your email address that is listed on the Database. If you do not receive this email please check your spam or junk folder.
2. Step 2: The email will have a link that brings you to the Eventbrite Ticket Page for National Council. 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.
3. Step 3: When you click the link, the National Council 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.
4. Step 4: Choose how many tickets you need for your Delegates ie County Commissioner/County Youth Representatives.
5. Step 5: Fill in the details for the delegates who will be getting the tickets to National Council. Please wait until you have the correct names against all tickets before finalising your order
6. 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 National Council. Please note the County Commissioner will also receive a copy of the County Youth Representative's tickets by email.
7. Step 7: The ticket must be presented at check in on the morning of National Council. Your ticket will be scanned at check in and depending on what ticket you have; you will then receive the relevant National Council paperwork i.e. voting card and ballot paper(s).



National Council Ticket Instructions Delegate - Single ie, County Appointment (County Treasurer, County Chairperson, County Secretary, National Appointment, Programme Commissioner, National Management Committee

1. Step 1: You will receive an email invitation from (orders@eventbrite.com) inviting you to register for National Council Tickets. The email will be sent to your email address that is listed on the Database. If you do not receive this email please check your spam or junk folder.
2. Step 2: The email will have a link that brings you to the Eventbrite Ticket Page for National Council. 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.
3. Step 3: When you click the link, the National Council 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.
4. Step 4: Select your ticket.
5. Step 5: Fill in your details.
6. Step 6: You will receive a confirmation email with your ticket attached as a PDF. You will also have the option to store your 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 National Council.
7. Step 7: The ticket must be presented at check in on the morning of National Council. Your ticket will be scanned at check in and depending on what ticket you have; you will then receive the relevant National Council paperwork i.e. voting card and ballot paper(s).

Frequently Asked Questions

1. What do I do if I have not received the email inviting me to register for National Council Tickets?
Please check your spam or junk folder if you cannot locate the email invitation from Eventbrite. If you have not received the email then please send an email nationalcouncil@scouts.ie
2. Do I need to bring my ticket on the morning of National Council?
Yes you will need either; your printed ticket or your e-ticket on your smart-phone. You will not be allowed to enter National Council without your ticket.
3. Am I able to change the name on the ticket to another member of my group?
Yes up until 24 hours before the event start time; you will be able to change the name on the ticket. To do this, please send an email to nationalcouncil@scouts.ie. However, we strongly advise you to wait until you have the correct names against all tickets before you order them. Please note Appointed County/National tickets are non-transferrable.
4. Where do I check in?
You need to check in at the relevant desk as indicated by your ticket. There will be signs at the check in area to guide you to the correct desk.
5. What do I do if I have not received my tickets?
If you have not received your tickets, please send an email to nationalcouncil@scouts.ie
6. What is the cut-off date for registering for my ticket to National Council?
You must register before Sunday the 02/04/2017 at 20:00. At 20:00 on the 02/04/2017 Registration for National Council Tickets will be closed.