Website: <http://diocesanrequest20.eventbrite.com>

Password: **20DLTR**

**Please follow the new instructions carefully.**

After you go to the website and enter the password, you will see the follow screen:



As the instructions indicate, click “Register.” You will then see this window:



**You will *not* be able to change the Quantity to anything other than “1.” Simply click “Checkout.”**

On the following page, you will see this box at the top:



This is to be expected.

Please complete the form with all the information requested.

One of the required questions will ask you how many tickets you wish to request. **In this box, enter your request number.** For example, if I were to request 250 tickets, I would enter:



On the confirmation page after you submit your registration, it will look like you only requested 1 ticket. **Don’t worry.**



Right below, you will see your actual ticket request number. We will use *this* number to determine your ticket allotment.



You will see the same information in your confirmation email. It should look like this:

