



Guide to Registering and Reserving Member Tickets

Part 1: Registration

In order to reserve a member ticket, you must first register on our website.

1. Type into your internet browser (all lower case):

bit.ly/arboregistration

2. Enter your personal information as we have it in our system. For example, if your first name on your member card is "Robert," don't register as "Bob." It will not connect properly to your membership record.

3. Your username will be your email address. Pick a password you can remember and enter it below. Your password must be at least 7 characters.

4. Click the green "Register" button at the bottom and you're ready to reserve your tickets! You will not need to register again.

If you get the following error:

Errors encountered:

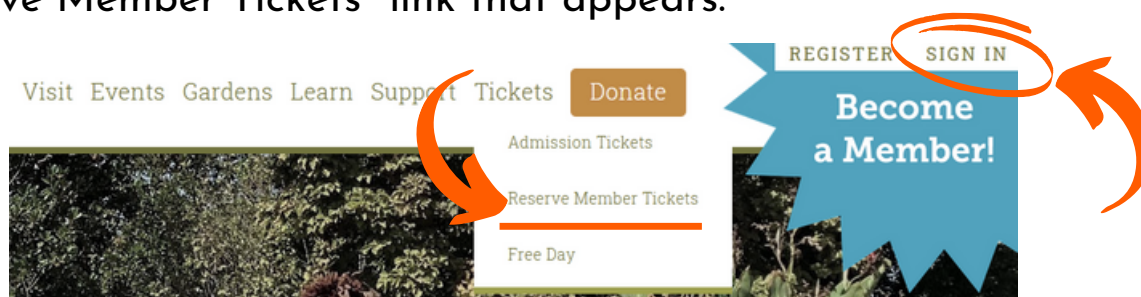
- We cannot process your registration. For information, please contact us by phone or email.

This means you have already registered with this email address.

If you have forgotten your password, select "Sign In" in the top right of the window and click "Forgot your password?" Enter your email in the box below and you will be sent a link to reset your password.

Part 2: Reserving Member Tickets

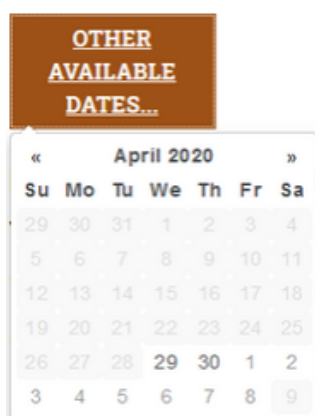
1. At the very top of the page, move your cursor over "Tickets" and click on the "Reserve Member Tickets" link that appears.



If the link does not appear (or if you are using your phone) simply type into your browser (all lower case):

bit.ly/arbomember

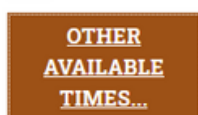
2. Click on "Sign In" in the top right corner of the window. (See above) Enter your email address and the password from your registration.



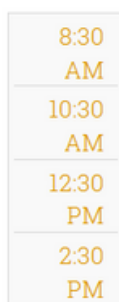
3. Select the day and time you would like to reserve. Click the brown boxes to bring up a calendar and additional entry times.

If a time is not listed, it is because it is fully booked and not available. Please choose another time.

7:30 AM



You will have a 30 minute grace period after your chosen time to enter.



Part 2: Reserving Member Tickets (Continued)

4. Scroll down until you see a list of ticket types with \$0.00. Click in the "quantity" box of your preferred ticket type and enter the number of tickets you need.

Adult (18+)	<input type="text" value="Quantity"/>	\$0.00
Senior (62+)	<input type="text" value="Quantity"/>	\$0.00
Student (With ID)	<input type="text" value="Quantity"/>	\$0.00
Child (5-12)	<input type="text" value="Quantity"/>	\$0.00
Child Under 5	<input type="text" value="Quantity"/>	\$0.00

[CONTINUE](#)

(If you do not see these options or if you get an error message saying you do not have the right kind of membership, please call the Membership Office at 626-821-3233. This is a known issue and we can fix it very quickly for you.)

5. After selecting your tickets, click the green Continue button. You will now be at your shopping cart.

[Continue Shopping](#) [EMPTY CART](#)

Tickets

Member Reservations - Adult (18+)

Members only event
Saturday, May 9, 2020 7:30 AM

1 at \$0.00 [Remove](#) \$0.00

6. If you want to reserve tickets on additional days, click the "Continue Shopping" button to go back and pick more days and times. Once you are done with your selections, scroll all the way down and click "Check Out."

Your tickets will be emailed to you. You can show them printed out or on your phone at the front gate for entry.

If you have any questions or issues, please contact the Membership Office at 626-821-3233 or at memberships@arboretum.org

Thank you!