


Booking tickets for All Shook Up

The following is an overview of how to book your tickets online using our online booking system provided by Seaty. As a member, you are entitled to book your seats “on account” meaning you can book your tickets now and pay for them closer to the show.

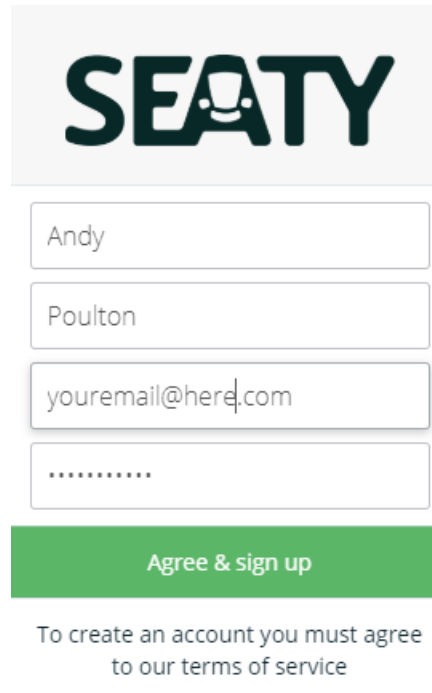
Please note that once tickets have been ordered (on account or paying online), they are non-refundable. The same quantity can be swapped by the ticket team for another performance, but returns are not accepted.

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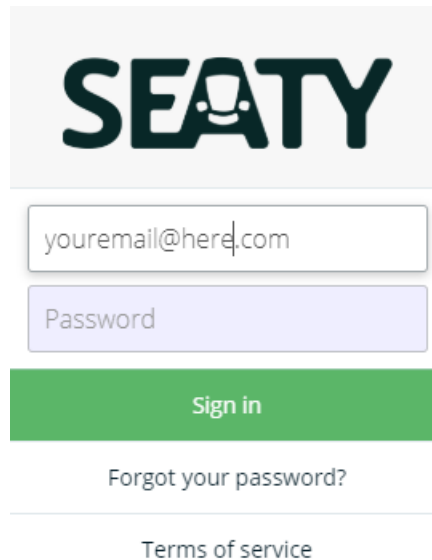
Create yourself an Account / Logging into Seaty

- First you need to create yourself an account, so go to the website <http://www.seaty.co.uk>
- At the top right of the screen, click “Register” – Enter all of the required details including an email address and password and click “Agree & Sign Up”



The screenshot shows the SEATY registration form. At the top is the SEATY logo. Below it are four input fields: a name field containing 'Andy', a surname field containing 'Poulton', an email field containing 'youremail@here.com', and a password field with masked characters. A green button labeled 'Agree & sign up' is positioned below the fields. Underneath the button is the text: 'To create an account you must agree to our terms of service'.

- Following sign up, make sure you are signed in! If not, click Sign In and enter your username and password and click Sign In



The screenshot shows the SEATY sign-in form. At the top is the SEATY logo. Below it are two input fields: an email field containing 'youremail@here.com' and a password field labeled 'Password'. A green button labeled 'Sign in' is positioned below the fields. Underneath the button is the text: 'Forgot your password?'. At the bottom of the form, there is a link for 'Terms of service'.

Adding you as a Company Member

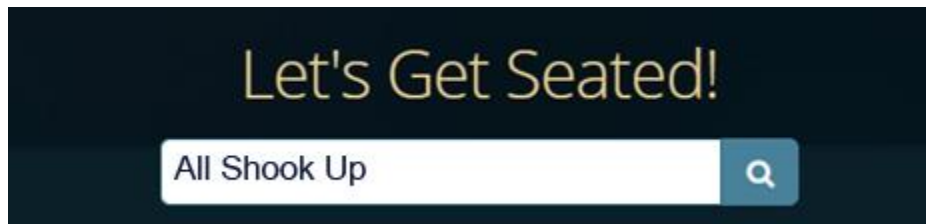
- Now that you have signed up, you need to let the ticket team know that you've registered so they can add you as a 'Member' of the company which will allow you to book your

tickets 'On Account'. Please email wbosytickets@gmail.com with the following information that you used to Register on Seaty with:

- Forename & Surname
- Email Address
- Once we receive this email, we will set you up and send you a return email confirming you've been added and you can then book your tickets.
- Note: If you fail to complete this step, you will be forced to pay for your tickets 'there and then' during you booking them, and this incurs a transaction charge as per any other ticket website.

Booking Tickets

- Once you've logged in, search for "All Shook Up" in the "Let's Get Seated" search box, and the click on the All Shook Up event to start booking your tickets:



- Select the performance you want to book tickets for.

ALL SHOOK UP

Dormston Mill Theatre

Wednesday 6th Nov 2019

7:30 PM

Thursday 7th Nov 2019

7:30 PM

Friday 8th Nov 2019

7:30 PM

Saturday 9th Nov 2019

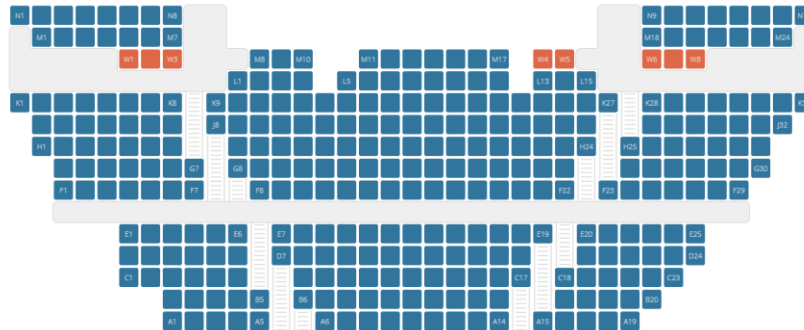
2:30 PM

7:30 PM

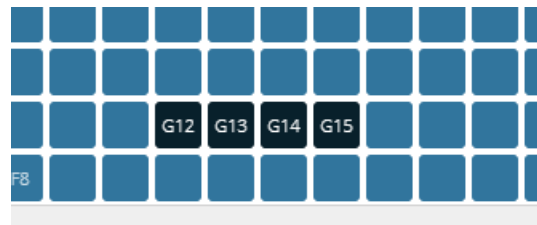
- This will open the Seating plan for the performance you selected:

ALL SHOOK UP
WED 6 NOV - SAT 9 NOV, 2019
Dormston Mill Theatre

SAT 9TH NOV 19
7:30 PM



- Click on the seats you wish to purchase. You will know if you've selected them as the seat(s) will turn black.



- Once you've selected the one's you want, at the bottom of the screen, click 'Order x Ticket(s)'

ORDER 5 TICKETS

- You will then have 2 options:
 - **"ORDER ONLINE"** with immediate payment required whereby you will be charged a transaction fee, or
 - **"BOX OFFICE ORDER"** whereby the company ticket team will validate your booking and accept your ticket booking on account. This means that you do not need to pay for the tickets immediately, giving you the ability to secure your tickets and arrange payment at a later date.

ALL SHOOK UP

SAT 9 NOV, 2019 7:30PM



ONLINE ORDER

Process a debit or credit card payment.



BOX OFFICE ORDER

Collect payment at the box office.

- Click “BOX OFFICE ORDER”
- You can now state if your tickets are Standard tickets or Concession tickets. Please change accordingly. The number of Adults/Children are checked on entry to the event to ensure they match. Click “CONFIRM TICKETS”

ALL SHOOK UP
SAT 9 NOV, 2019 7:30PM

3 x Standard Standard £48.00
Total £48.00

B10 Standard
Standard - £16.00

B11 Standard
Standard - £16.00

B12 Standard
Standard - £16.00

CONFIRM TICKETS

- Tick the boxes to confirm you accept the Terms of Service, Personal Data and Contact Permissions and then click “BOOK TICKETS”

ALL SHOOK UP
SAT 9 NOV, 2019 7:30PM

3 x Standard Standard £48.00
Total £48.00

Terms of service *
I have read and agree to the Seaty
Terms of Service

Personal data *
The attendee grants permission for
their name and email to be linked to
these tickets and shared with WBOS
Youth

Contact permission
This attendee grants permission to be
contacted about current and future
events

BOOK TICKETS

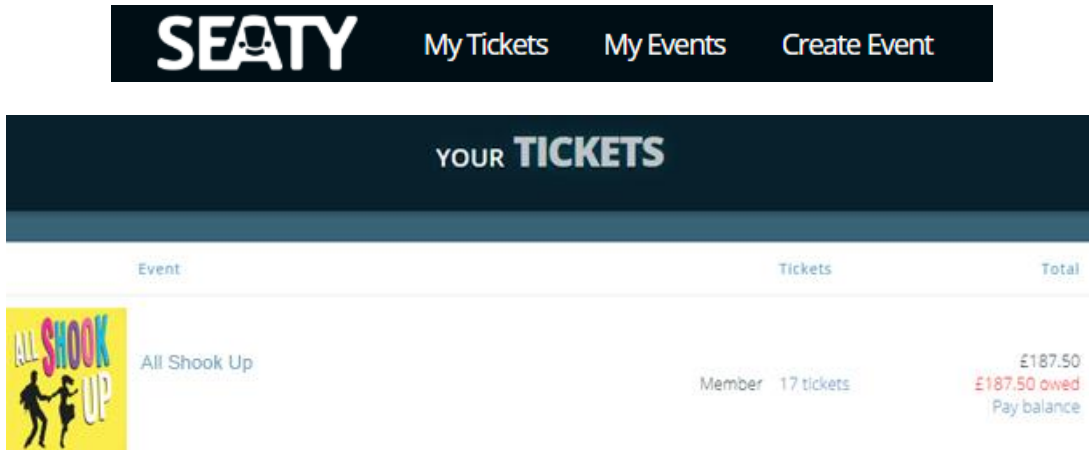
Your Tickets

Once your ticket order has been placed, you will get an email to the registered email account with your tickets attached to it. You can simply forward this email onto who the tickets are for, or you can print them off and give them to your customer!

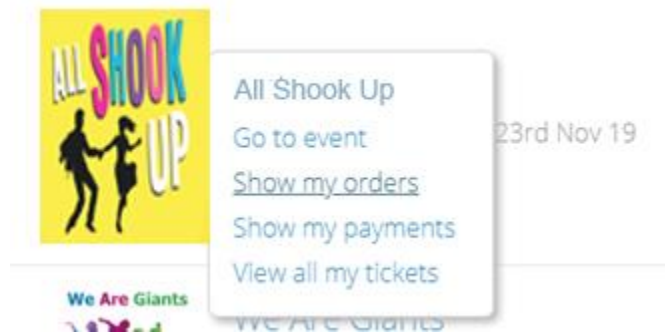
Your Seaty Account

Your Ticket Orders

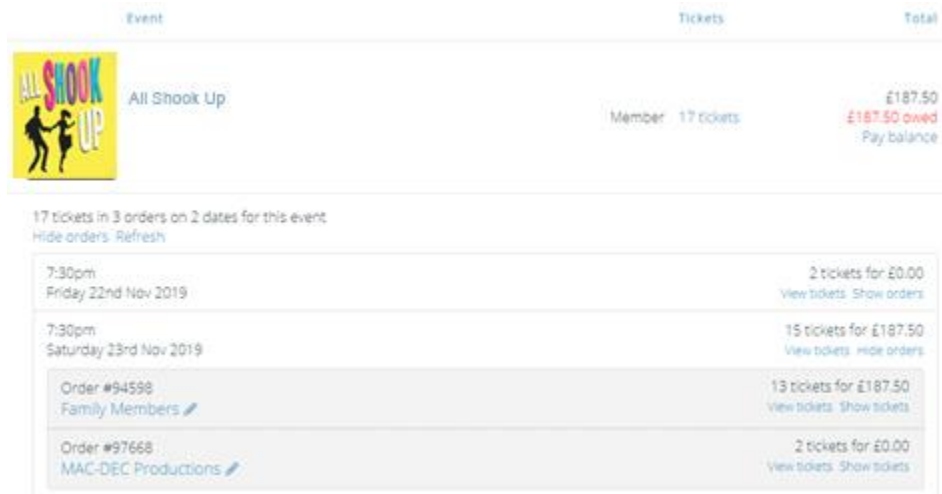
All orders placed are logged on your account. If you log into your Seaty account and click on “My Tickets” at the top left of the screen, here you can view your orders, requests and any payments you’ve made.



- Click on the Production name, and select “Show My Orders”



- Here you can see all your ticket orders, and you have the ability to view your tickets and re-print should the need arise!




Paying for your Tickets

- All tickets must be paid for 4 weeks prior to show week.
- Ticket money for All Shook Up is to be paid via PayPal. With PayPal, you can make payments to anyone with an email address. Here's how to make a payment:
 - Log in to your PayPal account. - If you don't have one, you will need to create an account!
 - Click **Send Money**.
 - Enter the recipient's email address (**wbosytickets@gmail.com**) and the amount you want to pay (**ticket money amount your paying**)

Send money to anyone

Name, email address or mobile number
wbosytickets@gmail.com

Next

How it works 


- Make your selection accordingly, then choose the reason for the payment.
- Click **Continue**.
- Review the amount, the payment method, and shipping address.
- Add your **name** and **email address** to the **message** section (so we know who's account to mark this payment off against) then click **Send Money**.



wbosytickets@gmail.com

€ 32.00

GBP 

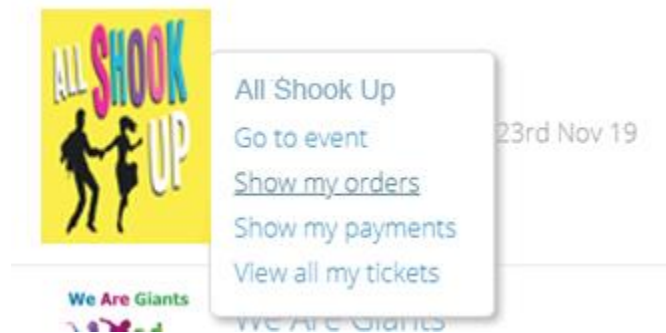
 Paying for an item or service





[Change](#)

Enter your name & email address here as you use on
Seaty.co.uk i.e.

Andy Poulton - ajpoulton@yahoo.co.uk

- Once money has been paid in, our Ticket Team will add the payment onto your account, and you will receive an email receipt of your payment.
- You can see all payments made on your account by clicking “Show my payments”



 Payment #40002 Made on Sat 9th Mar 2019 at 10:55am Processed by Andy Poulton (ajpoulton@yahoo.co.uk)	Payment of £70.00
 Payment #40003 Made on Sat 9th Mar 2019 at 10:55am Processed by Andy Poulton (ajpoulton@yahoo.co.uk)	Payment of £20.00
 Payment #40004 Made on Sat 9th Mar 2019 at 10:55am Processed by Andy Poulton (ajpoulton@yahoo.co.uk)	Payment of £20.00
 Payment #40033 Made on Sat 9th Mar 2019 at 9:04pm Processed by Andy Poulton (ajpoulton@yahoo.co.uk)	Payment of £50.00