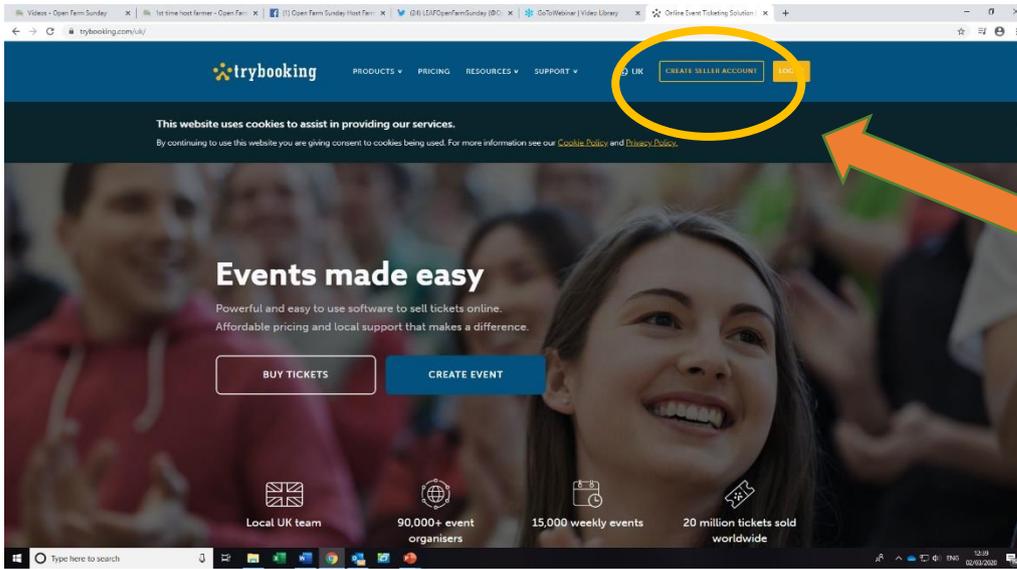


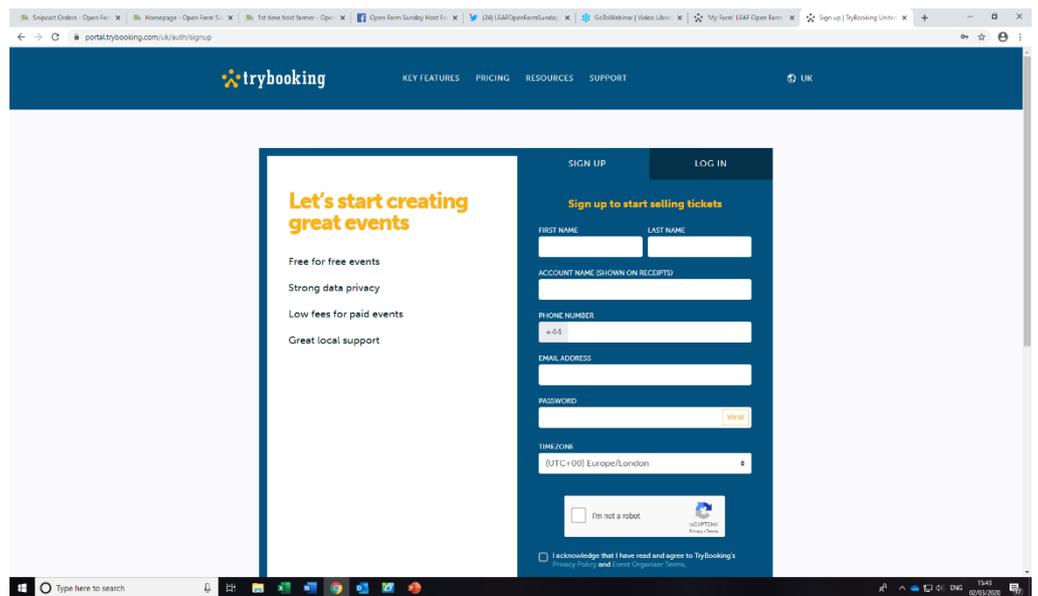
## Try Booking step by step guide



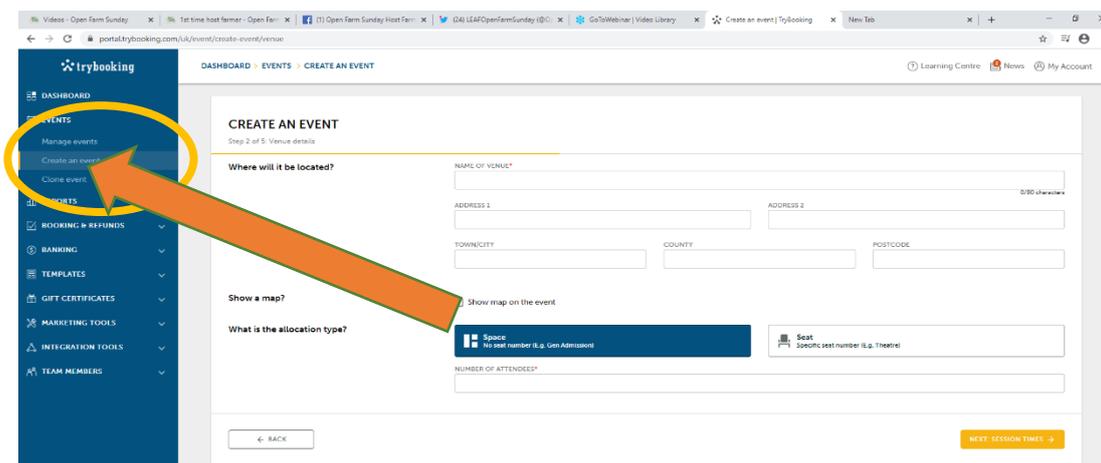
1. Set up a seller account on the TryBooking website.

2. Sign in using an email and create your own password

You will then receive an email with a link to activate your account – follow these email instructions



3. Now login to the account you've just created

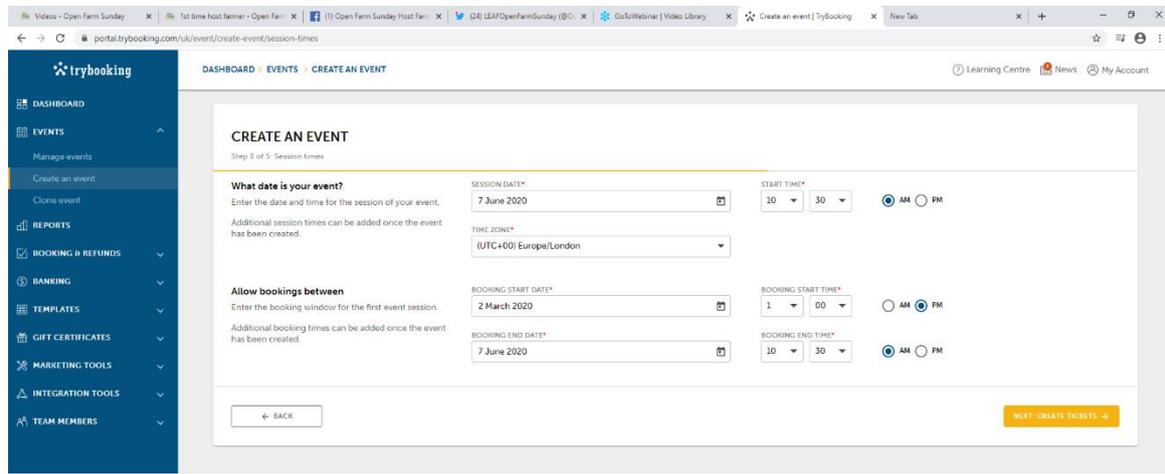


4. Select 'Events' on the left side of the dashboard (see screengrab left)
5. Select 'Create an event' to create your LEAF Open Farm Sunday event

6. Click through the set-up process filling in your basic event details such as address, time etc.

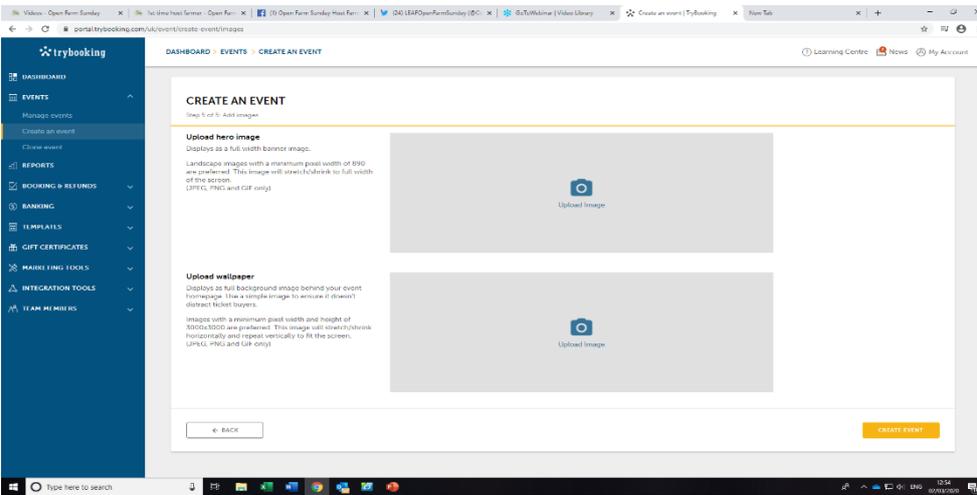
Answer all the questions to complete the event set up...

Don't worry, if you don't have all the details finalised, you can always come back and edit it later.

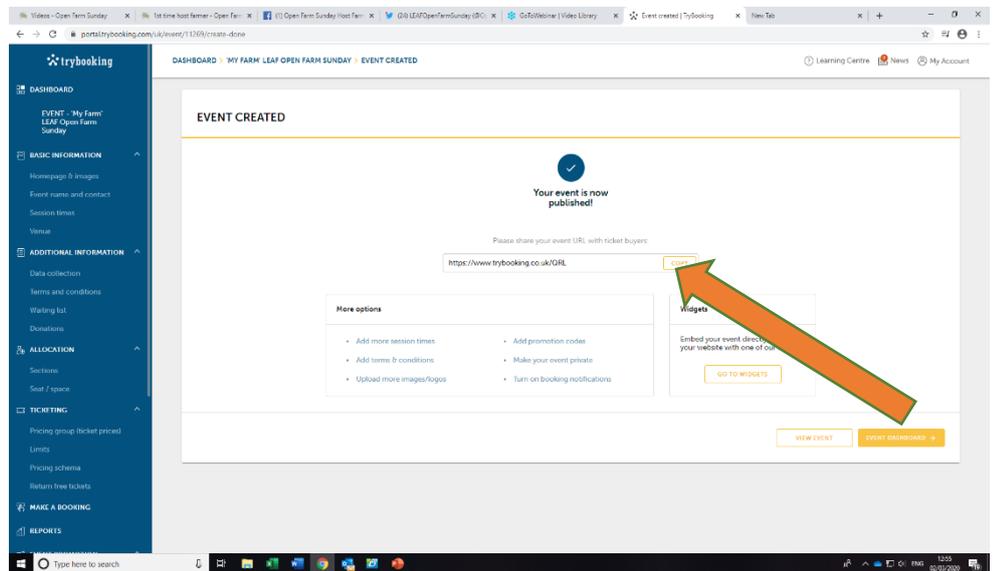


We supply a LOFS hero image (above) – available on our ticketing service webpage.

7. Upload this image here so your event is identified as an official LOFS event.



You have now created your event!  
TryBooking will supply you with an online link that you can use to share when advertising your event.



Now your basic event has been created, you can get more technical and start data collection and add in timed activities for people to book on to.