



Instructions for booking events online:

1. Go to the homepage.
2. Click link to right of banner photos on Home page– Book Sailing and Social Events.
3. This takes you to the Events page.
4. Click on the title of the event.
5. Read through extra details.
6. Click on the small grey/beige box with BOOK in it.
7. Select meal options for the first person.
8. Add one to the quantity box.
9. Add any dietary requirements (probably None).
10. Click green Confirm Tickets button.
11. If you want to add an additional person, click on the sentence under Your Shopping Cart that relates to purchase of another ticket, or click on the event name above the meals you have just chosen.
12. Do the same process again adding as many people as you require.
13. Once you have finished and are ready to pay, click the green Continue button.
14. Add personal details.
15. Either create an account (this will be easier for future bookings) or checkout as a guest. Please note this is not for Paypal, but simply to create an RHYC account.
16. Pay using Paypal.

Top Tips

1. More than one event can be booked at a time and put in to the shopping cart and paid for in one go.
2. If you add something you don't want, delete this from the shopping cart using the X on the left.
3. If you do not already have a PayPal account, simply continue and it will give you the option of checking out as a guest and using a card.
4. Please use this process even for free events – the price will be shown as zero.