



# HOW TO: RESERVE TICKETS W/ A PASS

## **RESERVING TICKETS:**

#### 1. CLICK ON DESIRED FILM SCREENING ON WEBSITE



### 2. SCROLL DOWN TO EVENT DETAILS AND CLICK ON "PASSHOLDER RESERVATION" BUTTON





3. THIS WILL TAKE YOU TO THE EVENTIVE FILM SCHEDULE. PLEASE LOGIN TO YOUR EVENTIVE ACCOUNT.

MENU 44th Filmfest 20	23	LOGIN
FILI	MFEST	9
	SCHEDULE FILM GUIDE	
	Co	mpact view 👻 🔍 FILTER EVENTS
	Tuesday, September 19th	
	4:00 PM The Mission Theater 2	
	6:00 PM 44th Filmfest Opening Reception 39 Degrees @ The W Hotel	ф
	8:00 PM She Came to Me Theater 2	
	Wednesday, September 20th	
	12:00 PM Silver Dollar Road Theater 2	

4. LOGIN TO YOUR EVENTIVE ACCOUNT USING THE LOGIN INFO ASSOCIATED WITH YOUR PASS.



5. ONCE YOU LOGIN YOU WILL BE TAKEN BACK TO THE FILM SCHEDULE PAGE. CLICK ON "RESERVE TICKET" BUTTON FOR YOUR DESIRED SCREENING.



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SCHEDULE FILM GUIDE	
	Compact view Compact view
Tuesday, September 19th	
4.00 PM The Mission Theater 2	
6:00 PM 44th Filmfest Opening Reception 37 Degrees @ The W Hotel	rsvp
800 PM She Came to Me Theater 2	
Wednesday, September 20th	
12:00 PM Silver Dollar Road Theater 2	RESERVE TICKET

#### 6. A DROPDOWN MENU SHOULD APPEAR. CLICK "QUICK ORDER 1 TICKET WITH PASS" IF YOU WISH TO RESERVE A TICKET USING THIS PASS.

NOTE: IF YOU HAVE MULTIPLE PASSES, ALL PASSES SHOULD POPULATE IN THIS DROPDOWN. IF YOU WISH TO RESERVE MULTIPLE TICKETS (1 PER PASS) YOU MUST REPEAT THIS STEP SELECTING A DIFFERENT PASS EACH TIME.

MENU 44th Filmfest 20	023	📰 🖩 🖹 🛷 🕞
FILI	MFEST	
	SCHEDULE FILM GUIDE	
	Compact view v Q FILTER EVENTS	
	Tuesday, September 19th	
	4:00 PM The Mission Theater 2 Quick order 1 ticket with pass "Unnamed Pass" (\$0.00)	
	600 PM 44th Filmfest Opening Receptio	
	8:00 PM She Came to Me Theater 2	
	Wednesday, September 20th	
	12:00 PM Silver Dollar Road Theater 2	

7. A CHECKOUT POPUP WILL APPEAR CONFIRMING THAT YOU WOULD LIKE TO RESERVE A TICKET WITH YOUR PASS FOR THIS SCREENING. CLICK THE "BUY" BUTTON.

MENU 44th Filmfest 2023			_				
FILM	FF		Peckout		9		
		C	leckout				
	Item	Quantity	Price/ea.	Fee	Total		
	The Mission Tue Sep 19, 4:00 PM Passholders	1	\$0.00	\$0.00	\$0.00	REVENTS	
Tuesd	ay, Se	Currently logged in as awrubel@aspenfilm.org. The total price of this order is \$0.00. You will not be charged.					
4:00 Pi	CANCEL				BUY (\$0.00)	RVETICKET	
6:00 P	44th Filmfest Opening F	39 Degrees @ The W H	lotel		1	RSVP	
8:00 Pf	M She Came to Me Theater	r 2			t) RI	ESERVE TICKET	



#### 8. IF YOU WISH TO RESERVE TICKETS FOR MULTIPLE SCREENINGS OR RESERVE MULTIPLE TICKETS PER SCREENING (DEPENDING ON THE NUMBER OF PASSES YOU HAVE) YOU MUST REPEAT THIS PROCESS.