## STEP BY STEP INSTRUCTIONS TO CLAIM YOUR TICKETS:

- 1) Go to CBULANCERS.COM/PROMO
- 2) Enter in your CBU email or student ID # with your password. If forgotten click on forgot password.



## Sign into your account

Returning Online Customer			
Already a customer? Enter	your login information below.		
E-mail or Account #:			
Password:			
Rorgot	Password7		
Please note that e-mail and	d password are case sensitive.		
New Online Customer	Existing Box Office Customer		
Sign up for an online account for quick and easy online shopping. Your account lets you easily manage your tickets and update your personal information.	Link your existing box office account to your online account. This will enable you to manage online, those tickets originally purchased at the box office. You only need to link your account once.		
Register Now	Link Your Account		

## 3) Enter in your Promo Code



## 4) Click Continue



5) You are allowed to select which seats are available. Max is 7/8 depending on number granted to your college/school. Our system will not let you go over 7/8.



6) After you add it to cart you will select how you would like your tickets delivered to you and then press continue.

Your	Cart		_	
CBU	SpringCommencement -	Item Total: \$0.00	CART SUMMARY	
Monday, May 2, 2022 at 9:30 am Events Center Quantity: 10 Price Level: Best Available View Seatblocks   Eds   Remove			Subtotal	\$0.00
		Delivery Charge	\$0.00	
			TOTAL	\$0.00
Deli	very Method			
۲	Print At Home - \$0.00		CONTINUE	
Your tickets will be sent to the e-mail address pro receive 2 emails: 1 confirming your order and 1 w	ed. Please note that you will a L <u>more</u>	Continuor		
0	) Mobile Delivery - \$0.00		1 Continue Shopping	
1977 - Alexandra Strandard (1983)		Continue Benewing		

7) Be sure to finish all the steps completely before closing out the webpage.

Please contact the CBU Events Center Ticket Office at 877-456-LANCER or tickets@calbaptist.edu if you have any questions or need assistance.

Please visit the <u>Commencement website</u> for Commencement related information.