

- Visit [www.rwcmd.ac.uk/whats-on/events/all](http://www.rwcmd.ac.uk/whats-on/events/all) and press **Buy tickets** on your chosen event.
- This will take you to the event page, where you can add a **Buy access to video** ticket.
- Dropdown and select '1' ticket, then press **Place your order**.
- Now *Sign In* using your RWCMD online account log in and password. Or, *Sign Up* if you don't have an online account.
- Once you've checked the summary, press **Please Continue**.
- Enter your Ticket Buyer Information.
- Accept the TicketCo legal terms.
- Press **Cart** to add more events or press **Pay** to complete your order and make payment.

### **Forgotten or incorrect password?**

If you can't remember your online account password, or the password you have entered is not recognised ('failed to authenticate') press **Forgot your password?**

This will take you to a new page where you can re-set your password by pressing **Forgotten your password? Reset here.**

Once you've reset your password, we'd recommend you close all your web browsers and start the booking process again.

### **Using a promo code?**

Enter your promo code and press **Apply code**.  
If your code is valid, a new ticket type will appear below  
**YOUR PROMO CODE TICKETS.**

Dropdown and select '1' ticket, then press **Place your order**.