




## How to download your tickets

All tickets are electronic and can be downloaded one of two ways.

You can download your tickets straight from the order confirmation screen after purchase by clicking the download button as highlighted below.

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Thank you. Your order has been received.

ORDER NUMBER: 42863	DATE: April 25, 2023	EMAIL: youname@email.com	TOTAL: £6.00
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### ORDER DETAILS

PRODUCT	TOTAL
Jazz @the Café - 19th May x 1	£6.00
<b>SUBTOTAL:</b>	£6.00
<b>DISCOUNT:</b>	
<b>TOTAL:</b>	£6.00

### TICKETS

EVENT	Ticket Type	First name	Last name	Ticket
Jazz at the Café - 19th May	Jazz @the Café - 19th May	John	Smith	Download

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### BILLING ADDRESS

TROWBRIDGE TOWN COUNCIL  
The Civic, St Stephen's Place  
St Stephen's Place  
Trowbridge  
Wiltshire

Alternatively, you can download your tickets from your order confirmation email by clicking the download button as highlighted below.

## Thank you for your order

Hi

Just to let you know — we've received your order #42863, and it is now being processed:

### [Order #42863] (April 25, 2023)

Product	Quantity	Price
Jazz @the Café - 19th May	1	£6.00
<b>Subtotal:</b>		£6.00
<b>Discount:</b>		
<b>Total:</b>		£6.00

#### Tickets:

Event Name	Ticket Type	First Name	Last Name	Ticket
<a href="#">Jazz at the Café - 19th May</a>	Jazz @the Café - 19th May	John	Smith	<a href="#">Download</a>

#### Billing address

TROWBRIDGE TOWN COUNCIL  
The Civic, St Stephen's Place  
St Stephen's Place  
Trowbridge  
Wiltshire  
BA14 8AH

When clicking 'download', this will open your tickets in a separate window where you can save or screenshot your tickets to your device and show to staff on arrival.

If you have not received your order confirmation email and cannot download your tickets, please check your junk mail or spam folder. If you still cannot find your email, please get in touch with us at [info@thecivictrowbridge.co.uk](mailto:info@thecivictrowbridge.co.uk)