

## DIRECTIONS FOR EVENT RESERVATIONS

1. Go to the Reading Liederkrantz website: [www.readingliederkrantz.com](http://www.readingliederkrantz.com)
2. Scroll down to Upcoming Events and find your event
3. Click on the red oval that says “MAKE A RESERVATION”
4. In the bar that says “DATE” - click on the arrow on the right which will bring up a calendar. Click on the date of the event (if needed, click to the right for next calendar month)
5. The Event will be listed
6. The next bar asks how many? Click on the number you are paying for.
7. Click on the time you would like.
8. A new page will come up where you fill in your name, phone number and email.
9. Complete this section if you have a special Occasion and Special Request
10. A blue bar at the bottom will direct you to continue to Payment. (Note: if you do not see this Bar, move your page up using the scroll on the right)
11. Complete Payment information as you would for any online purchase.
12. Click on “Complete Booking”
13. You will get a text with confirmation.