



HOW TO RESEND CONFIRMATIONS

- Go to our website – www.theplayhousetheatre.org.au
- Click **BOOK ONLINE**
- Click **BOOK ONLINE**
The Playhouse Theatre
- On the BOOKING SITE select **SIGN IN**
- SIGN IN with your email address and the password you created

E-Mail:

Enter Password:

LOGIN

[Forgot your password?](#)

[Returning customer, but no password yet?](#)

- On the MY ACCOUNT screen, click on ORDER HISTORY

MY ACCOUNT

Welcome to Bundaberg Players Incorporated

Account Settings
 Edit Profile
 Edit Contact Information

Orders
Order History
 Invoices / Reservations
 Upcoming Events

- Your ORDER HISTORY will be displayed, click VIEW against the relevant order

ORDER HISTORY FOR MIS

| Order ID | Date/Time | Buyer | Price | Source | Action |
|-----------|--------------------------------|-------|---------|-----------------|----------------------|
| 110822748 | Mon Nov 21, 2016 4:53 PM AEST | Buy | \$0.00 | Phone Source | View |
| 110772443 | Fri Nov 11, 2016 7:15 PM AEST | Buy | \$0.00 | Phone Source | View |
| 110027407 | Fri Jun 10, 2016 9:47 AM AEST | Buy | \$0.00 | Internet Source | View |
| 109966617 | Fri May 27, 2016 12:58 PM AEST | Buy | \$88.00 | Internet Source | View |

- The Order details will be displayed, and you can select RESEND CONFIRMATION, as well as checking the email it will go to.

VIEW ORDER

Confirmation Number: 109966617
 Order Status: Print
 Patron: Miss Tracie Faithfull
 E-Mail: youremail@provider.com

[Resend Confirmation](#)

| SECTOR/SEAT | TRANSACTION DATE/TIME | PRICE (TICKET FEE) | EVENT/TIME | VENUE | STATUS |
|-------------|-----------------------------|--------------------|--|---------|--------|
| K/13 | Fri 27 May 16 12:58 PM AEST | \$22.00 (0.00) | A Party To Murder by Marcia Kesh & Douglas E Hughes Sat 11 Jun 16 07:30 PM AEST | AUTHEPT | Buy |
| K/17 | Fri 27 May 16 12:58 PM AEST | \$0.00 (0.00) | A Party To Murder by Marcia Kesh & Douglas E Hughes Sat 11 Jun 16 07:30 PM AEST | AUTHEPT | Buy |
| K/14 | Fri 27 May 16 12:58 PM AEST | \$22.00 (0.00) | A Party To Murder by Marcia Kesh & Douglas E Hughes Sat 11 Jun 16 07:30 PM AEST | AUTHEPT | Buy |
| K/16 | Fri 27 May 16 12:58 PM AEST | \$22.00 (0.00) | A Party To Murder by Marcia Kesh & Douglas E Hughes Sat 11 Jun 16 07:30 PM AEST | AUTHEPT | Buy |
| K/15 | Fri 27 May 16 12:58 PM AEST | \$22.00 (0.00) | A Party To Murder by Marcia Kesh & Douglas E Hughes Sat 11 Jun 16 07:30 PM AEST | AUTHEPT | Buy |

| TRANSACTION SUMMARY | AMOUNT |
|---------------------|--------|
| Retained Overage | \$0.00 |
| Balance | \$0.00 |

| METHOD OF PAYMENT | AMOUNT |
|--------------------|---------|
| GST | \$8.00 |
| Credit Card 1 (VI) | \$88.00 |

| ORDER | AMOUNT |
|-----------------|----------------|
| Subtotal | \$88.00 |
| Transaction Fee | \$0.00 |
| Tax | \$0.00 |
| Donation | \$0.00 |
| Delivery Charge | \$0.00 |
| Total | \$88.00 |

[BACK TO ORDER HISTORY](#)

- You will receive an email from donotreply@seatadvisor.com