

Registering for FiftyForward Trips/Events Online

givehub.com/fiftyforward

- **Step 1:** Click the button for the appropriate FiftyForward center.
 - **Step 2:** Sign in by clicking the words “Sign In” at the top right corner of the screen. Please call your home center if you do not know your sign in info.
 - **Step 3:** Click the word “Calendar” near the top of the screen.
 - **Step 4:** Of the buttons displayed, choose the appropriate button for the trip/event you want.
 - **Step 5:** Scroll through the trip/event options and click the *View* button for your choice.
 - **Step 6:** A smaller window will appear with additional information about the trip/event. If you wish to register, click the *Buy* button. (Even if the event/trip has no cost, the button will still say *Buy*.)
 - **Step 7:** Enter the quantity of people you are getting a reservation for. You will see the total price change when you change the quantity.
 - **Step 8:**
 - **If you are only registering for one trip/event,** click the *Add and Checkout* button and you’ll see a summary of the transaction. Go to step 9.
 - **If you want to register for additional trips/events,** click the *Add to Cart* button. You will be returned to the list of trips/events. Repeat steps 6 through 8 to choose another trip/event. Once you’ve added your final trip/event click the *Add and Checkout* button. You’ll see a summary of the transaction. Go to step 9.
- NOTE:** *If you are looking for an upcoming trip/event and it is not listed, that is because it has filled up. You can contact the center to be added to the waiting list.*
- **Step 9:** Click the *Checkout* button. Enter your payment information.
 - The “Select Saved Card” box allows you to select card information you have previously used and saved. (Card information is not automatically saved.)
 - By checking the box next to “Save card for future use” you can save your card information, so you won’t have to reenter it the next time you register for something.
 - **Step 10:** Clicking *Next* will process your credit card for the chosen trips/events.
 - **Step 11:** On the confirmation screen, you can choose to email yourself confirmation.