

## ST EDWARD'S EVENTBRITE INSTRUCTIONS

New Cantonal regulations limit the attendance to religious services to a maximum of **30 people**.

This new measure requires us to put in place a reservation system for Sunday services from 15th November until further notice.

To this end, a Sunday service ticket reservation system has been created and works as follows, noting that reservations are on a first come, first serve basis:

1. Please reserve a free ticket for your attendance via the following [link](http://stedwardslugano.eventbrite.com?s=125676803), latest by Saturday evening. <http://stedwardslugano.eventbrite.com?s=125676803>
2. Simply choose a date for which you would like to reserve your ticket(s) and click register. (The system brilliantly allows you to book weeks in advance for surety.)
3. Fill in your contact details. (name and email address)  
i.e.: John Doe johndoe@email.com
4. Click Register and you will receive a confirmation of the ticket(s) in your email inbox. No need to print this, but you can if you like to help our process, or you can simply show the confirmation on your phone when you come to church. (If you are not comfortable with this process, we will also have a master list with all the bookings available on site.)
5. If all tickets are reserved for any given Sunday, you can join the waiting list and you will receive an automatic message when extra tickets should free up.

Please note:

- You will see that it is possible to book for future dates as well.
- Please make sure to **book tickets for every person** attending. (at the moment **including children**)
- You may encounter that the websites comes up in a Swiss language, there is an option to change the language to English.
- Should you experience any difficulty with the reservation system, please don't hesitate to give me (JP) a call on 076/313.1000 or shoot me an email and I will gladly walk you through the process.
- You can book this via your computer, your phone or use the Eventbrite app ([Apple Store](#) or [Google Play Store](#) - just click on preceding links where appropriate)
- In case you would like to **cancel your ticket** and free it up for someone else to be able to come, **please send me an email to [stedwardslugano@gmail.com](mailto:stedwardslugano@gmail.com) at your earliest convenience** and we can reallocate centrally.

St Edward's has always been a welcoming community ready to embrace in God's love all those who step through our door. However, in these difficult times our first duty of care is to protect our people and guests, especially the vulnerable and elderly. We hope you will understand the necessity of these latest measures, as we pray for a future when we can fill the church with our praise and worship.

At all times, we respect the privacy of your personal details and that is why we have chosen the Eventbrite option to keep your personal data safe, secure and GDPR compliant.