# How to Use Coupon Codes for Providence Players Performances

1. From the home page of Providence Players website ([www.providenceplayers.org](http://www.providenceplayers.org/)), click on “Purchase Tickets” at the top of the screen.
2. Under “Single Tickets”, click on the “Order Online Now” link.
3. Click on the “Select” button for the show you would like to reserve your seats for.
4. Click the “Select” button next to the date and time you would like to attend.
5. Click anywhere in the green area of the seating map (it doesn't matter where):
6. You will now see the seating chart with the seat map for that performance. Click on the seat/seats that you would like to reserve (the white ones are available; the burgundy ones are not available).
7. Click the blue “Continue” button at the bottom of the page once you have checked off the seat or seats you would like to reserve.
8. Select the Ticket Type from the drop-down menu for each of the tickets you have selected (by clicking on the black up and down arrows next to the word “Select” and selecting which types of tickets you want).
9. Click the blue “Continue” button at the bottom of the page.
10. You should now be at the checkout screen. A total dollar amount appears at the top, along with the list of your seats, and then an area that says “**Enter Coupon Code”.**
11. Enter the first of the coupon codes that you received with your season ticket letter into that area where it says “**Enter coupon code**” then click on the blue “**Apply**” button.
12. Enter the next coupon code in that same area (if you have one) then click on the blue “**Apply**” button again. Continue until you have applied all of your coupon codes that you wish. The Total dollar amount due should be reduced by the coupon code amounts (for example, if you had purchased two season tickets, and you have used your 2 coupon codes, then your total should now be $0).
13. Enter your first name, last name, email address, and phone number in the fields required.
14. Scroll to the very bottom of the page, and click on the “**Confirm Order**” button.
15. You should receive an email confirmation of your seats at the email address you provided. You can print the tickets from the email you receive, or you can pick up your tickets at the box office prior to the performance.