

## 30 Days of Optimism Raffle

## How to Purchase a Raffle Ticket

- 1. Go to our website gatewayoptimists.org
- 2. On the menu bar find and click on "RAFFLE TICKET PURCHASE"
- 3. Read instructions on this page and on the bottom of the page enter your 3 digit number then click on <u>Select.</u>
- 4. On the next page your number is displayed in the box. Click Add to Cart
  - a. If a message appears "You cannot add that amount of "Ticket # 358" to the cart because there is not enough stock (0 remaining)" Return to #2 and choose another number.
  - b. If your number is accepted you will get a message "Ticket #358 has been added to your cart"
  - c. If you wish to purchase additional tickets, select **<u>Raffle Ticket Purchase</u>** again.
  - d. When you are ready to complete your transaction, click on View Cart.
  - e. The contents of your cart are displayed and if correct, click on Proceed to Checkout
- Fill in the blanks for name, address, phone and email address. Then select your payment method. Under "Company", enter the club name or club number that you are supporting. When complete, click on <u>Place Order</u>
- 6. You will receive an email confirming your order. When the payment is complete (either by PayPal or when your check is received by the Treasurer), you will receive an email notifying you that the transaction is "Complete". Included in that email is a link to download a copy of your raffle ticket.