

How to order an E-ticket – English translation

Sorry we haven't got an English version of our site yet. But this will be fixed in due time. Meanwhile we prepared you a document with which you can easily order tickets.

Before you start ordering an e-ticket you have to make an account. If you already have an Easyticket account, start with – Ordering e-tickets - Step 4.

- Making an account -

Step 1

Click on the red "Account aanmaken" button on the right side, in the "Inloggen" box (highlighted in red circle).



Step 2

Fill in the form. Above you will see the translations filled in in the boxes.

Mobiel – Mobile number – IMPORTANT

Always provide a correct telephone number. Otherwise you may not be able to print your tickets.

E-mail – IMPORTANT

We'll send your confirmation and all communication to this e-mail address. Always provide a correct e-mail address. Otherwise you may not be able to print your tickets.

Geboortedatum – Date of birth

Legitimatie - You don't have to fill in "Legitimatie" and "Nummer"

Mailinglist – If you want to receive our mailing about the events on the Easyticket site, select "Ja, hou mij op de hoogte via de mailinglist!". If you don't want to receive the mailing select, select "Nee, dank je!" in the scroll-down menu.

Voorwaarden – Conditions - Select the box to agree with the Terms and Conditions. Only then you can continue the whole process.

Step 3

Click on the red “Account aanmaken” button below the fields you just filled in. This will appear when you tick the “voorwaarden” box (highlighted in red circle below).

You now have your own account. Check your mailbox and open the Easyticket mail. Click on the link that is behind “Activeerlink”, so you can activate your account.

In the mail there is also your Username (“Gebruikersnaam”) and Password (“Wachtwoord”)

Be careful not to activate the “account de-activeren” link down below in the mail. This will de-activate your account and is only meant if this e-mail is received by another person than you.

If you don't receive an e-mail from Easyticket, please check your Spam-box. If there is nothing there, send an e-mail to psp@eventtool.nl and we will help you further.

- Ordering e-tickets -

Step 4

Click on the event you want to visit in the list of events, which appears when you click the “Evenementen” or “Kalender” button. You now see all the details of the event. If you log in with your account you'll see all events first which fit your profile and interest.

Step 5

At the bottom of the page you can start ordering your tickets (“tickets bestellen”). Select your type of ticket in the scroll-down menu. If an event takes place on more than one day, you have to select the date you want to visit the event by using the scroll-down menu. Otherwise the date will automatically appear. Select the number of tickets you want to order. Then click the red “Bestel deze tickets” button (highlighted in red circle).

tickets bestellen

▶ type ticket	Standaard	Klik op bestel deze tickets om de geselecteerde tickets aan je bestelling toe te voegen.
▶ datum Date	20-10-2007	
▶ aantal Number	1	
▶ Prijs per ticket	€ 27,50	Ticket price
▶ Fee per ticket	€ 2,50	Ticket fee
▶ Prijs totaal	€ 30,00 (excl. transactie kosten)	Total [excl. bank

▶ bestel deze tickets

Step 6

On the following page you can check your order (event, type of ticket, date, number of tickets (“aantal”) and total price). When everything is alright click the red “Bestelling afronden” button in the lower right corner (highlighted in red circle).

If you want to change your order, please click on the red “Bestelling aanpassen” button. Start again with Step 5 (highlighted in yellow circle).

If you want to cancel your order, please click on the red “Klik hier” button next to “Annuleren” (highlighted in purple circle).

IMPORTANT: Only after you confirmed your tickets, your order will be confirmed and you can start with paying your order.

type tickets

▶ evenement	Cocoon goes Amsterdam - Freak ShowW	▶ aantal	1
▶ type ticket	Standaard	▶ totaalprijs	€ 30,00
▶ datum	20 oktober 2007	▶ annuleren	klik hier

Let op! Lees dit voordat je verder klikt.
Pas nadat je de tickets hebt bevestigd worden je tickets gereserveerd.

Als je nog niet bent ingelogd kun je dit tussentijds altijd nog doen. De bestelling die je net hebt aangemaakt kun je vervolgens rechts onder de kop **bestelde tickets** terug vinden.

- Paying your e-tickets -

Step 7

At "Betaalwijze | Selecteren" you can select your method of payment. For now you can pay by bank transfer (up to 10 working days before the event) or by credit card. We will shortly expand this selection with a lot of other payments.

betaalwijze | selecteren

betaalwijze	transactie kosten
<input type="radio"/> ik betaal via ideal <input type="button" value="i"/>	€ 0,70
<input checked="" type="radio"/> ik betaal via creditcard mastercard <input type="button" value="i"/>	€ 1,29
<input type="radio"/> ik betaal via creditcard visa <input type="button" value="i"/>	€ 1,41

order | overzicht

▶ ordernummer: 17028

overzicht	stuks	€ per stuk	€ bedrag
▶ Standaard (20-10-2007)	1	27,50	27,50
Fee	1	2,50	2,50
▶ Transactiekosten	1	1,29	1,29
totaalbedrag			€ 31,29

At "Order | Overzicht" you can see your order number and the total amount ("totaal bedrag") you'll have to pay. This total amount sums up the ticket price, fee and transaction costs.

Click at "Order betalen" to pay your order (highlighted in red circle). This will lead you into our payment screen, which is hosted by our Payment Service Provider. Click English for a translation.

TIP: Write down your order number. If you need our assistance we always need this number!

If you selected "Overschrijving" (bank transfer), the screens show as followed:

U betaalt aan EasyTicket

Transactiekennmerk 17030
Omschrijving LOS
Bedrag 17.00 Euro

1. U betaalt vanuit [meer info](#)

2. U betaalt met [meer info](#)

This screen summarizes the order details.
The next screen tells you how you can pay your order by bank transfer.

Overboeking
U heeft gekozen voor een overboeking. Dat betekent dat u zelf zorg dient te dragen voor betaling via uw eigen bank. Hieronder staan de gegevens vermeld die u daarvoor nodig heeft. Wanneer u akkoord gaat met de overboeking, klikt u op de knop "bevestigen".

Bedrag **17.00 Euro**
Rekeningnummer 55.69.77.556
Ten name van **Triple Deal Payment Services**
te **Utrecht**
Betalingsskenmerk **4000 0001 5580 5944**
Verstuur deze gegevens naar [BELANGRIJK](#)

Wij verzoeken u het bedrag zo spoedig mogelijk over te maken onder vermelding van het betalingskenmerk **4000 0001 5580 5944**.
Neem het betalingskenmerk zorgvuldig over. Wanneer het betalingskenmerk niet of onjuist wordt overgenomen, **kan uw betaling niet verwerkt worden**.

[meer info](#)

If you selected a credit card method, the screen shows as followed:
Just fill in all your details and the payment will be processed.

Mastercard

 [learn more](#)

U vult uw creditcard gegevens in en drukt op "Versturen". Daarna wordt gecontroleerd of het bedrag geautoriseerd is om te worden afgeboekt. Deze controle zal maximaal 30 seconden duren.

Bedrag **31.29 Euro**

Nummer creditcard

Vervaldatum (mm/jj) /

cw2-code [meer info](#)

Kaarthouder naam

E-mail-adres [meer info](#)

[meer info](#)

You have now paid your order!

- Printing your e-tickets -

Step 8

When your payment is in we'll send you an e-mail which says your payment is received and you can activate your tickets. In the mail you'll find your activation code.

When you log into our system (with your username and password) you click the event on the right (under "bestelde tickets"). Then click "tickets activeren".

Right after you clicked "tickets activeren" you'll have to fill in the activation code you received. Then you'll see the download link with which you can download your tickets.

You need to have the Acrobat Reader program installed to open your tickets, as this is send as a pdf file. You can download this program for free at the following link:

<http://www.adobe.com/products/acrobat/readstep2.html>

This program is completely free and is internationally recognised to be the standard for sending all kind of documents, so it'll come in handy in the future most probably.

mijn tickets | overzicht

Maak hiernaast een keuze om een duidelijk overzicht te krijgen van je bestelde tickets.
Klik op details van een order om de status te bekijken.
Tickets die gebruikt zijn vind je terug bij tickethistorie.
Orders die niet betaald zijn worden automatisch na 3 weken verwijderd uit het overzicht.

toon tickets niet betaald

toon tickets betaald

toon alle tickets

toon tickethistorie

order 17028



- ▶ Cocoon goes Amsterdam - Freak Show!
- ▶ 20 oktober 2007
- ▶ 1 x Standaard (20-10-2007)
- ▶ **wacht op betaling**

TICKETS - WACHT OP BETALING 

LET OP! Deze order staat klaar om betaald te worden.

ticket activeren

details verbergen

You now have successfully ended the whole progress.

Remember all tickets have a unique barcode with which you'll have access to the event.

If you encounter any problems, please send an e-mail to psp@eventtool.nl

Always send your order number with your message.

Have a nice stay in the Netherlands and enjoy the event!

Easyticket crew