



## HOW TO SEARCH FOR EVENTS

1. **LOG IN** to the website with your **USERNAME** and **PASSWORD**.
2. Click on **Quick Links** in the tool bar at the top under "Welcome, [Your Name]"
3. Click on **Event Search**
4. Search is by keyword. Enter the event name or city / state / region / county of the event. Every event within your search criteria will show.
5. Click on the event to view event details.