

**TO PURCHASE TICKETS TO A WELLESLEY PUBLIC SCHOOL  
PERFORMING ARTS CONCERT/SHOW:**

- 1 [www.wellesleyps.org](http://www.wellesleyps.org)
- 2 Select "Fee Payment" from the top menu bar
- 3 Click on the icon (square) for show/concert
- 4 Select the performance you would like to attend
- 5 Select the seats you would like to purchase (click button on lower left box to see entire venue)
- 6 Click on "Purchase" at the top left of the screen
- 7 Select the button "Continue as Guest"
- 8 Fill out basic information (name, address, phone, email)
- 9 Select "Add to cart" when you are ready to proceed
- 10 Proceed to checkout
- 11 Pay with credit card