## How to Sign up for an HVL EVENT

Step One:

Go on the Huntingdon Valley Library website.

www.HVLibrary.org

Step Two:

Click on "Events" tab than click on the "Event

Calendar" tab.



Step Three:

Browse through upcoming HVL events or find a specific event by clicking the "Search" button. You can also use the calendar to choose a specific date.



## Step Four:

If registration is required for the event, click the "Register" button.



## Step Five:

Fill out information required and click "Send". (**Please note**: If it is a children/teen event, please put the child's name. If multiple children are attending, please register each child separately.)

| Event        | College Essays - Write them Right<br>Thursday August 25, 2016 : 06:30 PM - 08:00 PM |
|--------------|---|
|              | Friends Learning Lab  |
| Action       | Please complete the following form and click on the <b>Send</b> button below.       |
| То           | Glynnis Flores<br>gflores@mclinc.org  |
| Subject      | EKRegistration Data   |
| First Name * |   |
| Last Name *  |   |
| Email *      |   |
| Phone *      |   |
|              | Thanks!   |
|              | Send  |
|              | To submit this form, please click on the Send button just once                      |
|              |   |

<u>Step 6:</u>

Enjoy the event!