

Thank you for using the El Greco to Velázquez Online Ordering Ticketing Tutorial

MEMBER GUIDE

We recommend that you read through this manual PRIOR to beginning your order.

To begin, please visit nasher.duke.edu/elgreco

Select **TICKETS**

The screenshot shows the website for the 'El Greco to Velázquez' exhibition at the Nasher Museum of Art at Duke University. The page features a navigation menu with 'TICKETS' highlighted in a red box. The main content area includes the exhibition title, dates (August 21 - November 9, 2008), a promotional quote from Time Magazine, and a 'Learn More' link. A large image of 'El Greco St. James' is displayed on the right. The footer contains organizational information, sponsorship details, and contact links.

NASHER MUSEUM OF ART AT DUKE UNIVERSITY

EL GRECO TO VELÁZQUEZ
ART DURING THE REIGN OF PHILIP III

AUGUST 21 -
NOVEMBER 9, 2008

TICKETS / MEMBERSHIP / VISIT / LEARN / GALLERY / FOR DUKE / K-12 / EVENTS / SHOP / EN ESPAÑOL

EL GRECO
TO VELÁZQUEZ
ART DURING THE REIGN OF PHILIP III

August 21 - November 9, 2008

*Among the works of two giants of Spanish art,
discover great unknown masters of painting
and sculpture.*

"Wonderful" - *Time Magazine*

[.. // Learn More](#)

El Greco St. James

Back to the Top

This exhibition is organized by the Museum of Fine Arts, Boston, and the Nasher Museum of Art at Duke University, and is supported by an indemnity from the Federal Council on the Arts and the Humanities.

Generous support for the catalogue provided by Scott and Isabelle Black.

Special thanks to the Mary Duke Biddle Foundation; the William R. Kenan Jr. Charitable Trust; the Program for Cultural Cooperation between Spain's Ministry of Culture and United States Universities; the Edward T. Rollins, Jr. and

Press / Contact / Facility Rental / Image Credits / Nasher Home

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The exhibition is sponsored by:

Please select **Member Tickets**.

NASHER MUSEUM OF ART AT DUKE UNIVERSITY

EL GRECO TO VELÁZQUEZ
ART DURING THE REIGN OF PHILIP III

AUGUST 21 -
NOVEMBER 9, 2008

TICKETS / MEMBERSHIP / VISIT / LEARN / GALLERY / FOR DUKE / K-12 / EVENTS / SHOP / EN ESPAÑOL



The Kitchen Maid (Detail)

Tickets go on sale June 1

at 12pm online or by phone at 919-660-1701

Buy your [General Public Tickets](#) or [Member Tickets](#) now.

Tickets are also available in person at the Nasher Museum during regular public hours Tuesday through Sunday. Although same-day tickets will be sold at the museum's information desk, advance reservations are recommended to ensure admission to the exhibition. Group rates are available. Parking fee is included in ticket price. School groups will be in the galleries at 10 a.m. and 11 a.m., Tuesday through Friday.

Ticket Prices

- Nasher Members FREE - Number of tickets dependent on level of membership, \$12 for additional tickets
- Duke University faculty and staff \$5
- Students \$5
- Adults \$15
- Children 6 - 17 \$5 (free when part of a school tour)
- Children 7 and under FREE

[Become a member today](#) and obtain exclusive access to this exhibition. New members will receive free admission (a \$15 savings) as well as [additional benefits](#). [Join now!](#)

Please peruse the special Member Events

Nasher Members do not have to make advance reservations for Member Preview Day or Member Mondays. Simply show up at the Nasher Museum with your Member ID card.

Member Preview Day

August 20, 10 am—5pm

Be one of the first to see the exhibition! Timed-entry tickets will be available until 4pm.

Exhibition Member Events

Become a member today and enjoy exclusive programming.

August 20, 10am - 5pm

Member Preview Day

Be one of the first to see the exhibition!

September 8, 12 - 7pm

Member Monday

Museum will open for the private enjoyment of members only.

October 27, 7 - 9pm

New Member Reception

New members of the Nasher Museum of Art are invited to join this exclusive event. Meet members of the staff and tour our current exhibitions. Welcoming remarks by Museum Director Kimerly Rorschach at 7:45pm. RSVP to 919-684-3411 or nashermembership@duke.edu.

November 3, 12 - 7pm

Member Monday

Museum will open for the private enjoyment of members only.

Member Mondays

You are also eligible to attend the Member Monday events on:

September 8

&

November 3

12-7pm

Timed entry tickets for Member Mondays are available at the door on the day of the event only.

Sorry, no advance reservations for tickets on these days.

New Members: Please join us for our
New Member Reception

October 27, 7pm—9pm

New members of the Nasher Museum of Art are invited to join us for this exclusive event. Meet members of the staff and tour our current exhibitions.

To learn how to use your Member Free tickets and Special Discounts for any date and time, please continue for instructions on how log in to your Member Account and book your tickets online.

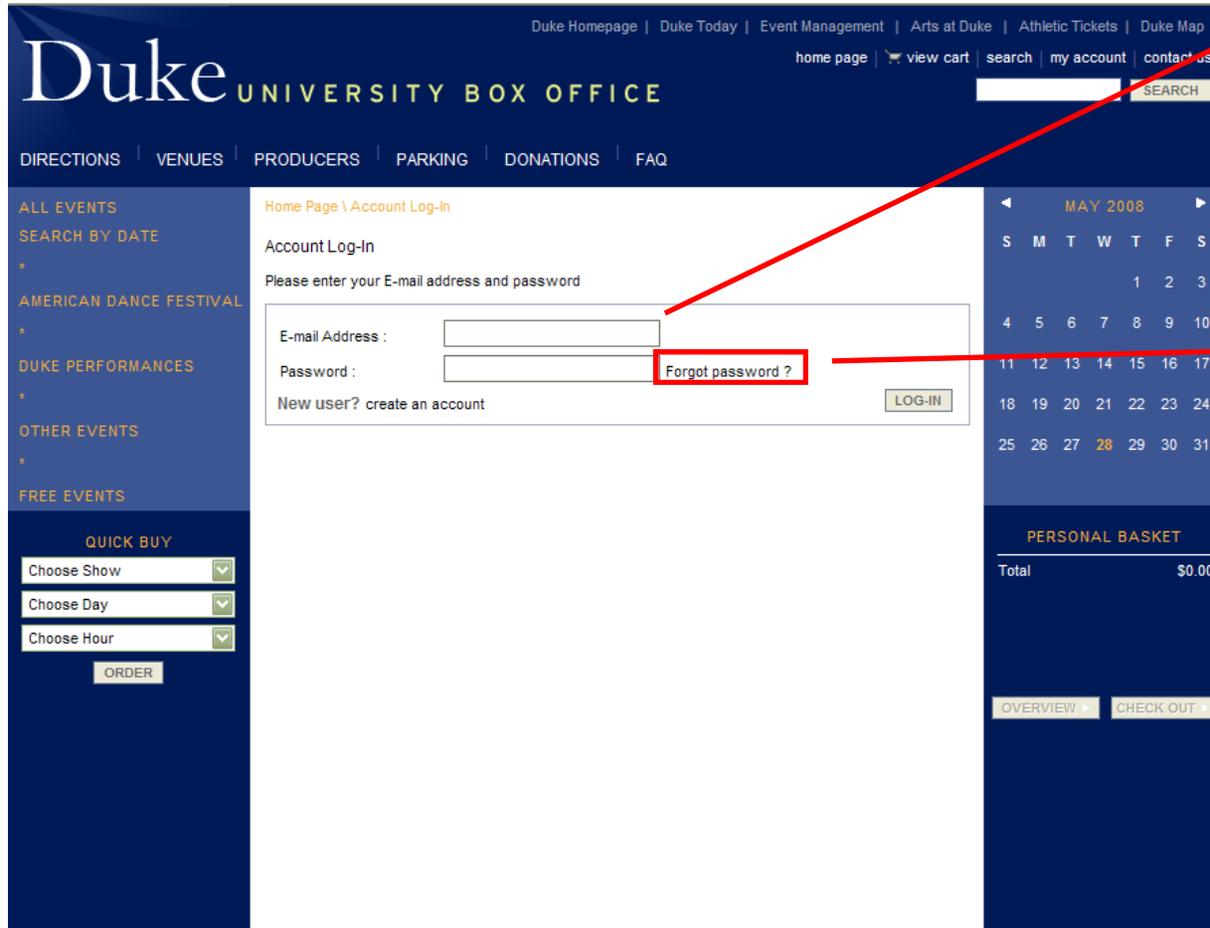
****You will be re-directed to the Duke University Box Office ticketing website****

IF YOU ARE A NASHER MEMBER:

You MUST be logged into your Membership account with the Duke University Box Office in order to have access to your membership benefits of FREE TICKETS and SPECIAL PRICING for *El Greco to Velazquez*

For Active Members as of May 28, 2008:

- A letter will arrive in early June 2008 with your log-in user name or e-mail address and password.
- If you did not get a letter and you know your e-mail account associated with your Nasher membership, please enter it here in the Email Address field and click "Forgot Password?" An e-mail will be sent containing your secure password.
- If you do not know your email address on your Nasher Membership account, or have any problems logging into your account, please call 919-660-1701 for assistance (M-F 10am-5pm). Do not complete your order if you feel it is incorrect.



For Members who joined or renewed after May 28,2008:

Please allow up to 3 business days to process your Membership.

The screenshot shows the Duke University Box Office website. At the top, there is a navigation bar with links: Duke Homepage, Duke Today, Event Management, Arts at Duke, Athletic Tickets, Duke Map, home page, view cart, search, my account, and contact us. Below this is a search bar with a 'SEARCH' button. A secondary navigation bar includes: DIRECTIONS, VENUES, PRODUCERS, PARKING, DONATIONS, and FAQ. The main content area is divided into three columns. The left column contains a sidebar with categories: ALL EVENTS, SEARCH BY DATE, AMERICAN DANCE FESTIVAL, DUKE PERFORMANCES, OTHER EVENTS, and FREE EVENTS. Below these is a 'QUICK BUY' section with dropdown menus for 'Choose Show', 'Choose Day', and 'Choose Hour', followed by an 'ORDER' button. The middle column is titled 'Home Page \ Account Log-In' and contains an 'Account Log-In' form. The form asks the user to 'Please enter your E-mail address and password' and includes input fields for 'E-mail Address' and 'Password', a 'Forgot password?' link, and a 'LOG-IN' button. Below the form is a link for 'New user? create an account'. The right column features a calendar for 'MAY 2008' with the 28th highlighted in orange. Below the calendar is a 'PERSONAL BASKET' section showing a 'Total' of '\$0.00' and buttons for 'OVERVIEW' and 'CHECK OUT'.

To log in directly after the 3-day processing period:

- Please use the e-mail address you provided when signing up for a membership.
- Next, click 'Forgot Password' and you will get an e-mail with your password information shortly.

If you would like to access your benefits prior to the 3-day processing period

or

If you are unable to log in to your Membership account:

Please call **919-660-1701** before purchasing tickets online so that we can assist you with your Free and Discounted ticket.

Duke Homepage | Duke Today | Event Management | Arts at Duke | Athletic Tickets | Duke Map

Duke UNIVERSITY BOX OFFICE

home page | view cart | search | my account | contact us

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ALL EVENTS
SEARCH BY DATE
*
AMERICAN DANCE FESTIVAL
*
DUKE PERFORMANCES
*
OTHER EVENTS
*
FREE EVENTS

QUICK BUY
Choose Show
Choose Day
Choose Hour
ORDER

Home Page \ Tickets \

Show Data



EL GRECO TO VELAZQUEZ: ART DURING THE REIGN OF PHILIP III Thu 08/21/08 To Sun 11/09/08

BACK ADD TO BASKET

MAY 2008

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERSONAL BASKET

Total \$0.00

OVERVIEW CHECK OUT

To Order Tickets:

- Click "Add to Basket"

****Please note: the website will time out and cancel your order after 15 minutes of idle time during ticket selection or checkout. Please have your credit card handy to prevent time-out errors****

ALL EVENTS

SEARCH BY DATE

*

AMERICAN DANCE FESTIVAL

*

DUKE PERFORMANCES

*

OTHER EVENTS

*

FREE EVENTS

QUICK BUY

Choose Show

Choose Day

Choose Hour

[Home Page](#) \ [Tickets](#) \ [El Greco To Velazquez: Art During The Reign Of Philip III](#)

Events List



EL GRECO TO VELAZQUEZ: ART DURING THE REIGN OF PHILIP III

Thu 08/21/08 To Sun 11/09/08

Choose Day

VENUE	DATE	TIME	
Nasher Museum	Thu 08/21/08	10:00 AM	Sale starts on Sun 06/01/08 12:00 PM
Nasher Museum	Thu 08/21/08	11:30 AM	
Nasher Museum	Thu 08/21/08	<u>12:00 PM</u>	
Nasher Museum	Thu 08/21/08	12:30 PM	
Nasher Museum	Thu 08/21/08	1:00 PM	
Nasher Museum	Thu 08/21/08	1:30 PM	
Nasher Museum	Thu 08/21/08	2:00 PM	
Nasher Museum	Thu 08/21/08	2:30 PM	
Nasher Museum	Thu 08/21/08	3:00 PM	
Nasher Museum	Thu 08/21/08	3:30 PM	
Nasher Museum	Thu 08/21/08	4:00 PM	
Nasher Museum	Thu 08/21/08	4:30 PM	
Nasher Museum	Thu 08/21/08	5:00 PM	
Nasher Museum	Thu 08/21/08	5:30 PM	
Nasher Museum	Thu 08/21/08	6:00 PM	

◀ MAY 2008 ▶

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERSONAL BASKET

Total \$0.00

- Click "Order" next to the appropriate time you would like to purchase.

Duke University Box Office

Navigation: Duke Homepage | Duke Today | Event Management | Arts at Duke | Athletic Tickets | Duke Map

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SEARCH

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FREE EVENTS

QUICK BUY

Choose Show [v]

Choose Day [v]

Choose Hour [v]

ORDER

Home Page \ Tickets \ El Greco To Velazquez: Art During The Reign Of Philip III

General Admission

Event : El Greco to Velazquez: Art during the Reign of Philip III On Sun 11/09/08 3:30 PM

Location Nasher Museum Area : General Admission

00	~ General Admission	*	\$15.00	=	\$0.00
00	~ MEMBER FREE TICKETS	*	\$0.00	=	\$0.00
00	~ MEMBER DISCOUNTED TICKETS	*	\$12.00	=	\$0.00
00	~ Duke Students (Limit 2 per ID)	*	\$5.00	=	\$0.00
00	~ Duke Faculty/Staff (Limit 2 per ID)	*	\$5.00	=	\$0.00
00	~ Non-Duke Students (Limit 1 per ID)	*	\$5.00	=	\$0.00
00	~ Children 0-6 (1 per child)	*	\$0.00	=	\$0.00
00	~ Youth Ages 7-17 (1 per child)	*	\$5.00	=	\$0.00
Total :					

BACK ADD TO BASKET

MAY 2008

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERSONAL BASKET

Total \$0.00

OVERVIEW CHECK OUT

Member Free Tickets—\$0

The letter you received via mail will outline the number of Member Free tickets you are allotted. You may select up to your maximum allotment here. If you choose fewer, the system will keep track of how many you have remaining for future use.

Member Discounted—\$12

If you would like to order extra Adult tickets in addition to your Member Free allotment, you can buy as many as you would like at the \$12 Member Discounted price.

Note:

All tickets that are already discounted— Youth, Duke Faculty/Staff, etc.—will remain at their regular price.

If you do not see the special Member pricing, please make sure you are logged in to your Account.

Duke UNIVERSITY BOX OFFICE

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QUICK BUY

Choose Show
Choose Day
Choose Hour

ORDER

Home Page \ Tickets \ El Greco To Velazquez: Art During The Reign Of Philip III

General Admission

Event : El Greco to Velazquez: Art during the Reign of Philip III On Sun 11/09/08 3:30 PM

Location Nasher Museum Area : General Admission

00	~ General Admission	*	\$15.00	=	\$0.00
00	~ MEMBER FREE TICKETS	*	\$0.00	=	\$0.00
00	~ MEMBER DISCOUNTED TICKETS	*	\$12.00	=	\$0.00
00	~ Duke Students (Limit 2 per ID)	*	\$5.00	=	\$0.00
00	~ Duke Faculty/Staff (Limit 2 per ID)	*	\$5.00	=	\$0.00
00	~ Non-Duke Students (Limit 1 per ID)	*	\$5.00	=	\$0.00
00	~ Children 0-6 (1 per child)	*	\$0.00	=	\$0.00
00	~ Youth Ages 7-17 (1 per child)	*	\$5.00	=	\$0.00
Total :					

BACK ADD TO BASKET

MAY 2008

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERSONAL BASKET

Total \$0.00

OVERVIEW CHECK OUT

- Choose the number of Member Free tickets you would like to use for the current date-time selection
- Choose the number of additional tickets, if any, next to each appropriate Ticket Type (ie: Member Discounted, Youth 7-17).
- Click "Add to Basket"

Q: What happens if I choose more Member Free tickets than I'm meant to have?

The screenshot shows the Duke University Box Office website. The main content area displays the ticket selection process for the event "El Greco To Velazquez: Art During The Reign Of Philip III" on Sun 11/09/08 3:30 PM. The location is Nasher Museum, and the area is General Admission. A table shows the following ticket options:

Quantity	Description	Price	Total
00	~ General Admission *	\$15.00	= \$0.00
04	~ MEMBER FREE TICKETS *	\$0.00	= \$0.00
00	~ MEMBER DISCOUNTED TICKETS *	\$12.00	= \$0.00
00	~ Duke Students (Limit 2 per ID) *	\$5.00	= \$0.00
00	~ Duke Faculty/Staff (Limit 2 per ID) *	\$5.00	= \$0.00

An error message window is overlaid on the page, stating: "You have exceeded the maximum number of Free tickets allowed for your Membership Level. You may purchase additional tickets at the Member Discounted Rate." The message includes a yellow warning icon and an "OK" button.

A: When you have exceeded the maximum number of Member Free tickets available to you, this error will pop up in your window.

If you suspect that you have more Member Free tickets than the system will allow, *please do not proceed with the order.*

You may confirm your Member Free ticket allocation against your letter, or you may call the Membership Office at 919-684-3411 to clarify.

Duke University Box Office

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Hello Amelia

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FREE EVENTS

QUICK BUY

Choose Show

Choose Day

Choose Hour

ORDER

Home Page \ Tickets \ El Greco To Velazquez: Art During The Reign Of Philip III

General Admission

Event : El Greco to Velazquez: Art during the Reign of Philip III On Sun 11/09/08 3:30 PM

Location Nasher Museum Area : General Admission

00	General Admission		\$ 15.00	=	\$ 0.00
00	~ MEMBER DISCOUNTED TICKETS	*	\$ 12.00	=	\$ 0.00
00	~ Duke Students (Limit 2 per ID)	*	\$ 5.00	=	\$ 0.00
00	~ Duke Faculty/Staff (Limit 2 per ID)	*	\$ 5.00	=	\$ 0.00
00	~ Non-Duke Students (Limit 1 per ID)	*	\$ 5.00	=	\$ 0.00
00	~ Children 0-6 (1 per child)	*	\$ 0.00	=	\$ 0.00
00	~ Youth Ages 7-17 (1 per child)	*	\$ 5.00	=	\$ 0.00
Total :					

BACK ADD TO BASKET

MAY 2008

S	M	T	W	T	F	S
						1 2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PERSONAL BASKET

6 Tickets \$24.00

2 Service Charge \$4.68

Total \$28.68

OVERVIEW CHECK OUT

- Once you have used the maximum number of Member Free tickets allotted by your Membership level, that option will no longer be available to you.
- At that point, you may purchase additional Adult tickets at the Member Discounted rate of \$12 each.

Review your Cart

Duke University Box Office

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Hello Amelia

ALL EVENTS

SEARCH BY DATE

* AMERICAN DANCE FESTIVAL

* DUKE PERFORMANCES

* OTHER EVENTS

* FREE EVENTS

Home Page \ View Cart

Enter single tickets promotion code:

View Cart

This is a summary of your reservations during this session. You have twelve (12) minutes to complete your order.
 If you do not receive a confirmation page, your order may not have processed. Please call the University Box Office to confirm your order at 919-684-4444 or click 'my account' above to review your confirmed orders.
 Any discounts or promotions your order is eligible for will appear on this screen.
 For the ADF Pick 4 or Pick 7 discount, please select the Adult price when choosing your seats, as these discounts cannot be combined with other already reduced prices (Duke Employee, Senior). If you believe your order to be incorrect, please do not submit your order as all sales are final, please call the University Box Office for assistance M-F 10a-5p.
 Thank you.

My Ticket Basket

Event: El Greco to Velazquez: Art during the Reign of Philip III On: Sun 11/09/08
 3:30 PM at: Nasher Museum [Remove Item](#) [View Seats](#)

AREA	TICKET TYPE	PRICE
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER DISCOUNTED TICKETS	\$12.00
General Admission	~ MEMBER DISCOUNTED TICKETS	\$12.00

Service Charge

	TOTAL
Order Service Charge	\$3.00
Internet Transaction Charge	\$1.68

Total : 8 Items, \$28.68

New! Buy Parking Online
 (For events on West Campus Only)

Make a Donation to Support the Arts at Duke!

The checkout Cart allows you to review all items you have selected before continuing to Payment.

- (To return to your cart at any time while shopping, you may click "View Cart")
- If you would like to purchase more events, please select the "Continue Shopping" button.
- If you have selected all of the admission tickets you are interested in at this time, please take a moment to review your Cart.

Please double-check your order for correct date & time combinations, number of tickets, Ticket Types and Total Price.*

*Service Charges apply on all orders completed via internet, phone, or fax.

Before you Proceed to Checkout...

Duke Homepage | Duke Today | Event Management | Arts at Duke | Athletic Tickets | Duke Map

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- OTHER EVENTS
- FREE EVENTS

Home Page | View Cart

Enter single tickets promotion code:

View Cart

This is a summary of your reservations during this session. You have twelve (12) minutes to complete your order.
If you do not receive a confirmation page, your order may not have processed. Please call the University Box Office to confirm your order at 919-684-4444 or click 'my account' above to review your confirmed orders.
Any discounts or promotions your order is eligible for will appear on this screen.
For the ADF Pick 4 or Pick 7 discount, please select the Adult price when choosing your seats, as these discounts cannot be combined with other already reduced prices (Duke Employee, Senior). If you believe your order to be incorrect, please do not submit your order as all sales are final, please call the University Box Office for assistance M-F 10a-5p.
Thank you.

My Ticket Basket

Event:	El Greco to Velazquez: Art during the Reign of Philip III On: Sun 11/09/08	
3:30 PM at:	Nasher Museum	
AREA	TICKET TYPE	PRICE
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER FREE TICKETS	\$0.00
General Admission	~ MEMBER DISCOUNTED TICKETS	\$12.00
General Admission	~ MEMBER DISCOUNTED TICKETS	\$12.00

Service Charge

TOTAL	
Order Service Charge	\$3.00
Internet Transaction Charge	\$1.68

Total : 8 Items, \$28.68

New! Buy Parking Online
(For events on West Campus Only)

Make a Donation to Support the Arts at Duke!

NOTICE:

The Total reflects the amount your credit card will be charged.

If this amount does not appear correct, please **do not** proceed to Checkout. You may call the Duke University Box Office at **919-660-1701** for assistance.

- If order is correct, click "Proceed to Checkout."

Delivery Method & Payment Details

Duke
UNIVERSITY BOX OFFICE

[home page](#) | [view cart](#) | [search](#) | [my account](#) | [contact us](#)

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ALL EVENTS

SEARCH BY DATE

* AMERICAN DANCE FESTIVAL

* DUKE PERFORMANCES

* OTHER EVENTS

* FREE EVENTS

QUICK BUY

Choose Show

Choose Day

Choose Hour

ORDER

Home Page | View Cart | My Details

Account Log-In

Hello John Doe.

Please check your delivery address details below before submitting your credit/debit card details.

Please note: The zip code you enter in BILLING ADDRESS field below must match with your credit card billing information for your order to process. If you request your tickets be delivered by mail, you may select a different shipping address at that time. If you experience problems, please call the Box Office at 919-684-4444.

Any change made to your delivery address details below will only be valid for this transaction. To permanently change your address details, please go to the My Account link after you complete your order.

YOUR DELIVERY DETAILS :

* First Name :

* Last Name :

* Telephone :

* E-mail :

BILLING ADDRESS :

* Address 1 :

Address 2 :

* Town / City :

* State :

* Zip Code :

Country :

*** DELIVERY (PLEASE CHOOSE ONE) :**

Your tickets will be held in Will Call at the Box Office. You may pick up your tickets at the University Box Office during regular business hours (Monday-Friday 10am - 5pm) and also at the venue beginning one hour prior to the performance. **If you have purchased Student or Employee tickets, please bring your ID badge to pick up your tickets.**

CREDIT/DEBIT CARD DETAILS :

* Card Number : Please enter card number without spaces.

* Expiration Date (mmyy) : /

PERSONAL BASKET

1 Tickets	\$5.00
2 Service Charge	\$3.35
Total	\$8.35

- Select whether you would like your tickets held in Will Call or placed in the Mail

WILL CALL means that the tickets will be held for you to pick up upon arrival at the Nasher Museum of Art at Duke University

Tickets may be MAILED if the event date is more than 10 days away. *

- Type in your Credit Card number and expiration date

- Note:** Your Billing Zip Code must match the zip code on file with your credit card company

- Click "Submit".

[Duke Homepage](#) | [Duke Today](#) | [Event Management](#) | [Arts at Duke](#) | [Athletic Tickets](#) | [Duke Map](#)
[home page](#) | [view cart](#) | | [my account](#) | [contact us](#)

Duke UNIVERSITY BOX OFFICE

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ALL EVENTS

SEARCH BY DATE

*

AMERICAN DANCE FESTIVAL

*

DUKE PERFORMANCES

*

OTHER EVENTS

*

FREE EVENTS

QUICK BUY

Choose Show

Choose Day

Choose Hour

Home Page \ View Cart \ Confirm

Order Details

Dear John Doe,

Thank you for your order! Your booking has been processed and your order number is 55730. Your tickets can be collected during normal business hours from our Box Office, M-F 10a-5p, or at the performance venue beginning one hour prior to the event. Please arrive at the venue where the performance will take place no later than 30 minutes prior to the start time to avoid delay. Please bring ID if purchasing student or employee priced tickets.

A copy of this confirmation will be e-mailed to you, however, for your records, you may wish to print this page out using the print button below.

PLEASE NOTE: All sales are FINAL. No refunds or exchanges.

PRINT CONFIRMATION FORM

My Ticket Basket

Event: El Greco to Velazquez: Art during the Reign of Philip III On: Sun 11/09/08		
4:00 PM at: Nasher Museum		
AREA	TICKET TYPE	PRICE
General Admission	~ Duke Faculty/Staff (Limit 2 per ID)	\$5.00

Service Charge

TOTAL	
Order Service Charge	\$3.00
Internet Transaction Charge	\$0.35

Total: 3 items, \$8.35

Once the credit card payment is authorized you will see a confirmation page appear.

Print this out for your records.

Q:
Instead of this confirmation screen, I got popped back to the main box office page. What happened??

A: If left idle too long, your order may have timed out. First, please check your e-mail account for a confirmation.

If you do not see an e-mail from tickets@duke.edu, please Click 'view cart' at the top of the page or call the Duke University Box Office at **919-660-1701** for assistance

From: **tickets@duke.edu**
Sent: Fri 5/16/08 3:28 PM
To: jdoe1971@hotmail.com

Dear Mr./Ms. Doe,

Your ticket order has been received as follows:

Order number : 55573

My Ticket Basket		
Event: GV On: Sat 08/23/08 10:00 AM		
at: Nasher Museum		
Area	Ticket Type	Price
General Admission	eg Duke Faculty/Staff (Limit 2 per ID)	\$5.00
Service Charge		
	Total	
Order Service Charge	\$3.00	
Internet Transaction Charge	\$0.35	

Your tickets can be collected during normal business hours from our Box Office, M-F 10a-5p, or at the performance venue beginning one hour prior to the event. Please arrive at the venue where the performance will take place no later than 30 minutes prior to the start time to avoid delay. Please bring ID if purchasing student or employee priced tickets.

Your credit card will be charged with the amount of \$8.35.

Thank you for you order,

Duke University Box Office

** Please Note: ALL SALES ARE FINAL. No refunds or exchanges. **

- Successful orders will automatically generate a confirmation e-mail within one minute of order completion.
- *If you do not see the email in your inbox please check your blocked emails.*

Duke UNIVERSITY BOX OFFICE

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Hello John

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DUKE PERFORMANCES

OTHER EVENTS

FREE EVENTS

QUICK BUY

Choose Show

Choose Day

Choose Hour

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Actions

Save all changes | Print confirmation form | Log Out

Change password | Membership Renew | Update Preferences

Subscription Renewal

Account Details

FULL NAME	John Doe	PHONES LIST	919-123-4567
CUSTOMER DETAILS	idoe1971@hotmail.com idoe1371@hotmail.com	ADDRESSES LIST	12 Some Street, Anytown, N...

Account History

121373	55730	05/21/2008 01:08 PM	El Greco to Velazquez: Art during the Reign of Philip III	11/09/2008 04:00 PM	1	internet n/p 5
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- If you do not receive the confirmation email, click on “My Account” (you may have to sign back in) and all your confirmed orders will appear under “Account History”.
- If the event is listed on this screen, then the order processed.
- If the event is not listed, call the Duke University Box Office at 919-660-1701 during our office hours of M – F 10am – 5pm.

Thank You, Nasher Museum Members



Thank you for using
Online Ordering Ticket Tutorial!

Please remember, the Duke University Box Office
will be open
Monday—Friday
10am—5pm

Please call us at 919-660-1701 if you have any questions or difficulties.