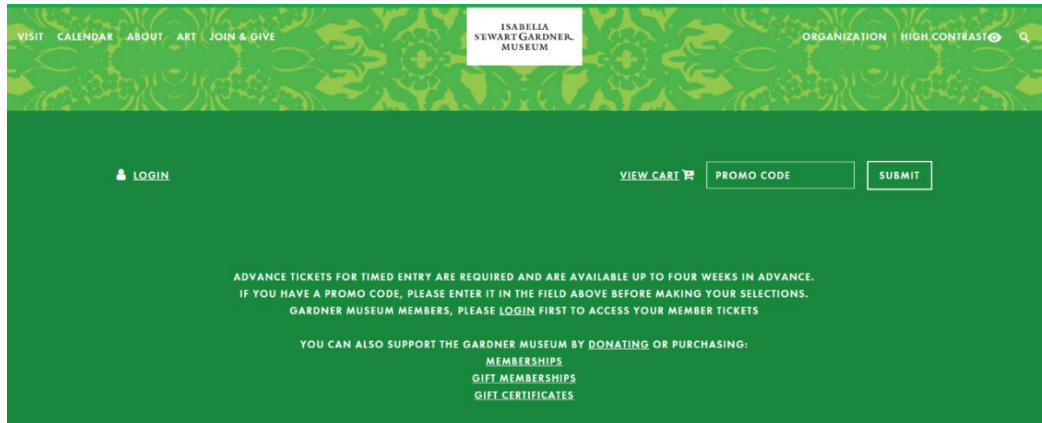
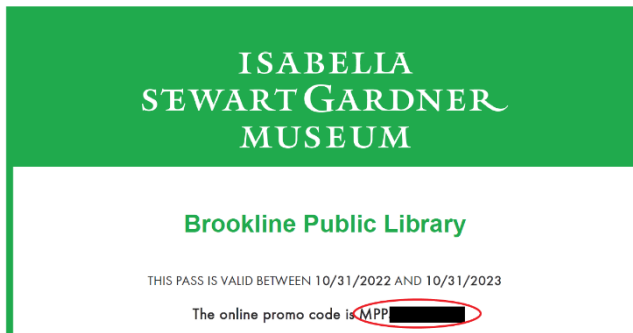


How to Book Using a Library Pass Online

- 1) Go to our ticketing page: <https://tnew.gardnermuseum.org/events>.

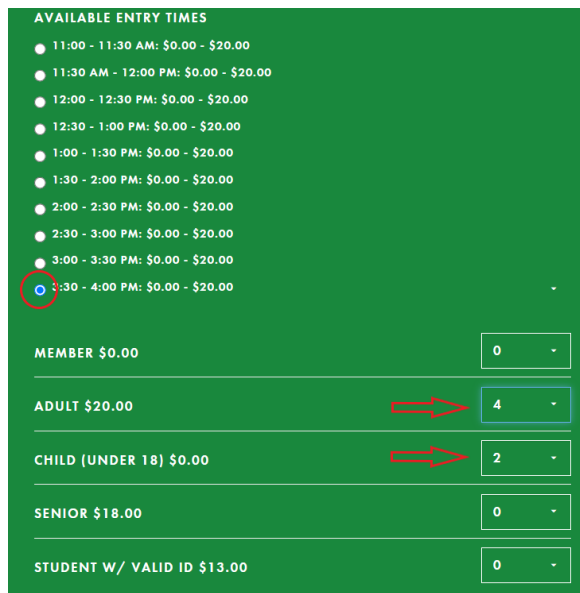


- 2) Enter the library's promo code into the *Promo Code* box and click the *Submit* button.



- a) The promo code is located on the emailed pass or physical green pass card from your library. If you have not received a pass from your library, please contact them.
- b) This promo code begins with MPP followed by numbers and letters; there are no spaces in the code when entering it.
- c) A note will appear saying "You'll see your discount applied when you check out."

- 3) Scroll down to the calendar and select *Museum Admission* for the date you would like to visit—it must be within the valid date range noted on the pass. On that admission page, select your desired entry time slot. *If the day is sold out, please call the Box Office at (617) 278-5156 and they will check for any releases—a library pass does not guarantee a ticket.*



- 4) Beneath the time slots will appear a list of price types. Using the drop-down menus next to each price type, select the number of tickets you need.
 - a) The library pass allows you to get up to four Adult tickets at \$5 each (the discount only applies to Adult tickets). Children under 18 are always free and should be reserved as Child tickets.
 - b) If you add more than four adult tickets, or any other type of ticket, the prices will be their normal rates (not \$5).
 - c) Once the tickets are correct, click the *Add to Cart* button.

- 5) You will be brought to a login page (if you are not already logged in). Create an account or sign into an existing account. **All tickets require an account.**

LOG IN TO YOUR ACCOUNT:

Enter your Email Address and Password below to log in to your account. [Forgot your password?](#)

MEMBERS: If this is your first time logging into our site and you are a current member with an email address already on file, please click on the "Find Account / Reset Password" link below to get started. If you are a member and your email address is not recognized, please call the box office at 617 278 5156 or email boxoffice@isgm.org. You will not be able to access your member benefits by using guest checkout or creating a new account.

LOGIN INFORMATION

✖ EMAIL ADDRESS REQUIRED

THIS FIELD IS REQUIRED.

✖ PASSWORD REQUIRED

THIS FIELD IS REQUIRED.

[FIND ACCOUNT / RESET PASSWORD](#)

DON'T HAVE AN ACCOUNT?

Click below to register for a new account. An account is required to purchase tickets online. If you are a member, you already have an account and must follow the instructions above to access your benefits.

JOIN OUR MAILING LIST

- 6) Once logged in you will be brought to a Shopping Cart page. Double check the prices of the tickets in your cart. Then click the **Check Out** button.

LOGGED IN AS: [REDACTED] [LOGOUT](#) [VIEW CART](#) TIME REMAINING: 02:39 | Promo Code MPP [REDACTED]

SHOPPING CART

Your cart contents are listed below:

MUSEUM ADMISSION \$20.00

SEPTEMBER 24, 2021

1:00 - 1:30 PM	G - A	LIBRARY PASS	\$5.00
1:00 - 1:30 PM	G - A	LIBRARY PASS	\$5.00
1:00 - 1:30 PM	G - A	LIBRARY PASS	\$5.00
1:00 - 1:30 PM	G - A	LIBRARY PASS	\$5.00

CONTINUE SHOPPING

- 7) The next screen should be the Billing Information page. Make sure all your information is accurate then click the **Buy Now** button at the bottom of the screen.
- 8) You will then be brought to a Payment page. Fill in your credit card information and then click the **Buy Now** button again at the bottom.
- 9) You will end on an Order Confirmation page. Your tickets will be emailed to you through the email you used for your account. You will receive a confirmation email and a ticket email with barcoded tickets attached as a PDF. These emails can sometimes take up to twenty minutes to arrive in your inbox.
- 10) When you arrive for your visit, show your tickets and library pass at the Admissions Desk.