# YOUR ONLINE ACCOUNT

A GUIDE FOR MEMBERS

### ISABELIA SEWART GARDNER MUSEUM



#### SETTING UP YOUR ACCOUNT

- 1. If you have provided an email address to the Gardner Museum, there is an account already set up for you. All you need to do is set up your password. If we don't have an email for you or you need to update yours, please email us at <a href="mailto:membership@isgm.org">membership@isgm.org</a>.
- 2. Go to our Login page, then enter your email address in the pop-up screen and select **SUBMIT**.
- 3. An email will be sent to the address you entered, guiding you to set up your password.
- 4. Congrats! You're all set to log in.

#### **USING YOUR ACCOUNT**

Once you've set up your password, you can use your online account to:

- Reserve and purchase tickets at the member price
- Renew your membership
- Purchase a gift of membership
- Update your mailing address
- Update your email preferences and interests

Manage your account information by clicking your email address at the top of the page.

Please note: when making changes to your information, you will need to enter and confirm your password, make sure every required field is filled in, and then click **SAVE CHANGES**.

## **CLICK HERE TO LOG IN**

Have more questions about your online account? Call the Box Office at 617 278 5156.