How to Sign up for an Event
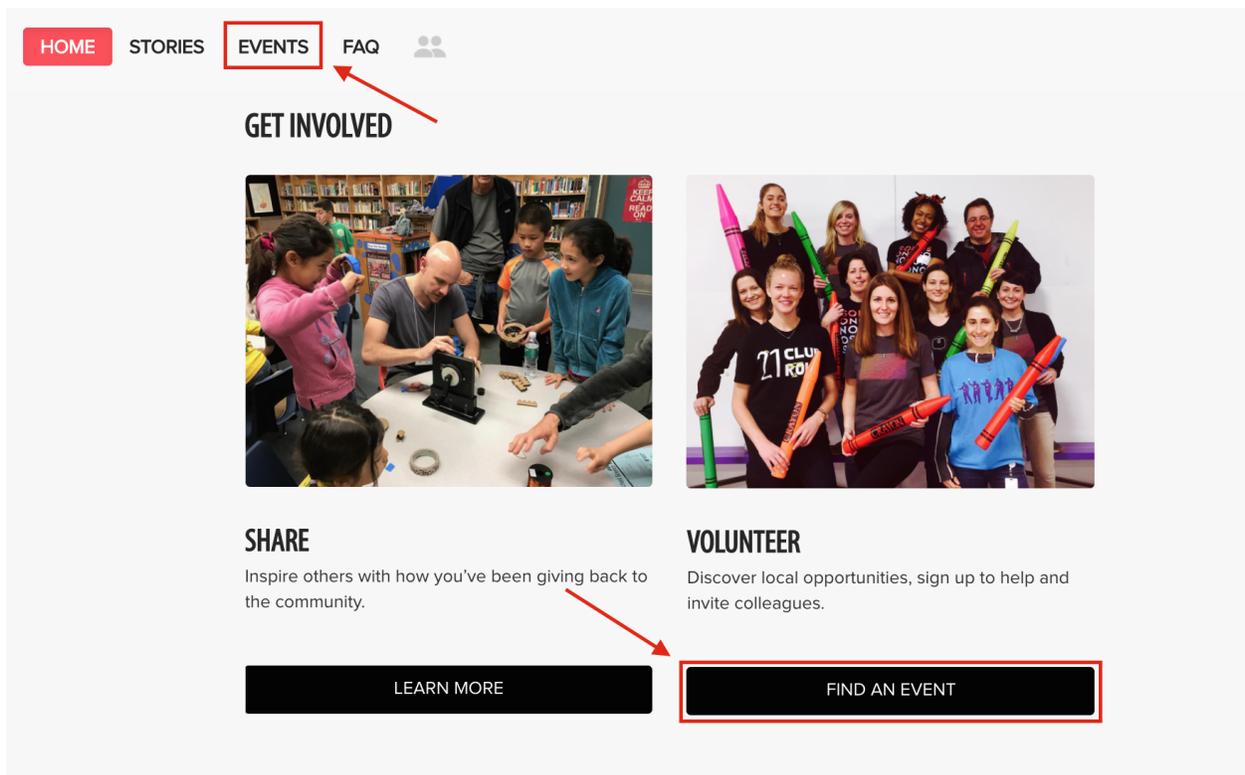
- Click-on **"Event"** in the navigation bar OR
- Select the prompt to action for **"Find an Event"**

- At the top of the events feed you can view events that are currently trending or being featured! To view the details for one of these events, click on **"Learn More >"**. To continue exploring events, scroll down to the full events feed.
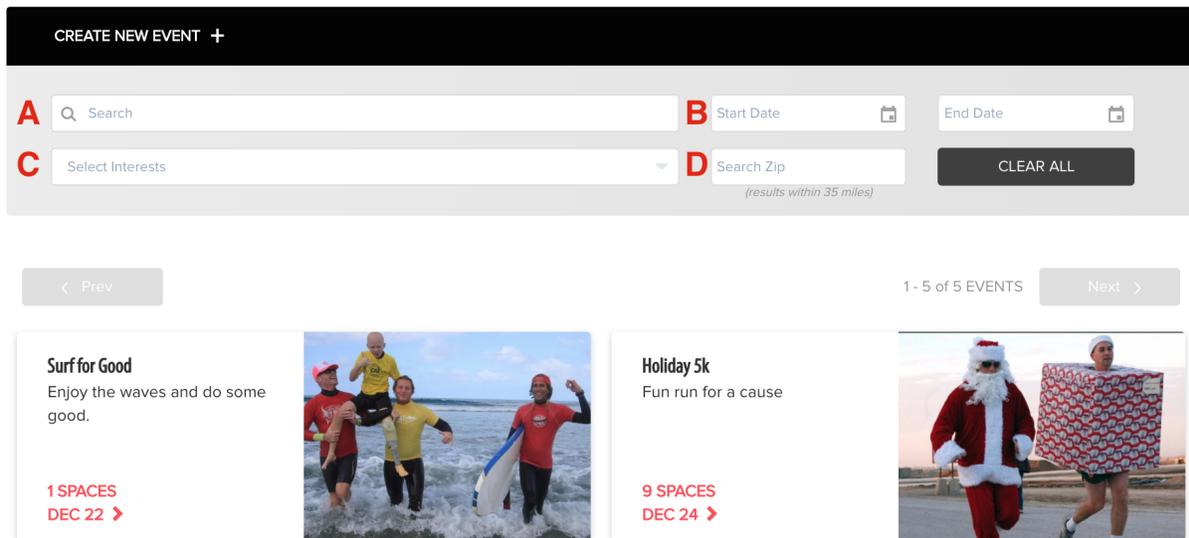
How to Sign up for an Event Continued

Here you can view a list of all upcoming events! To filter the results you can:

A. Enter keyword(s)

B. Enter start date or end date

C. Select a tag that matches your interest(s)

D. Enter a zip code to search for events in a certain location

Once you find an event you're interested in, click on the event to view the full event details!

How to RSVP

![Profits4Purpose logo]

After finding an event that has open spots:

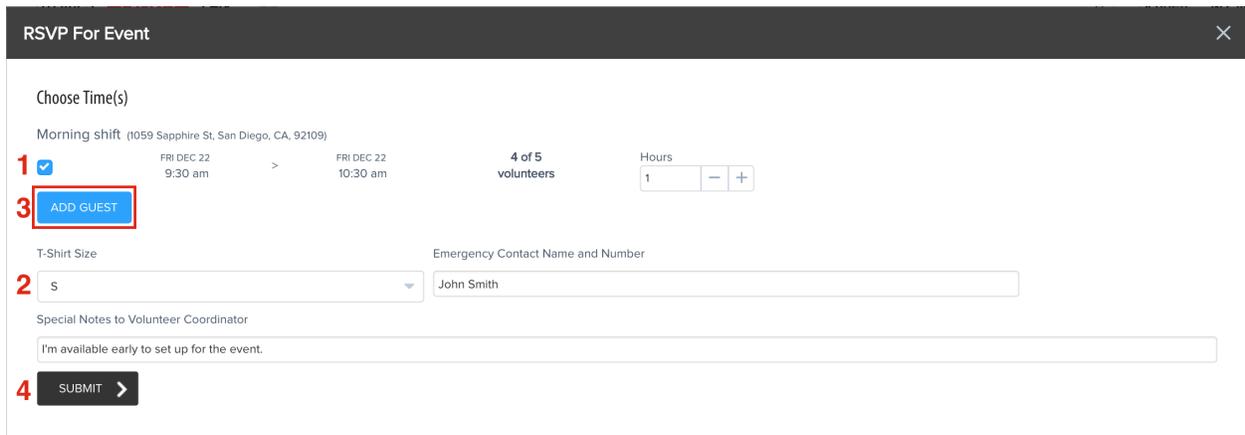- Find the shift that you would like to attend and click **"RSVP"**

Morning shift (1059 Sapphire St, San Diego, CA 92109)

FRI DEC 22	>	FRI DEC 22	**3 of 5**	RSVP >
9:30 am		10:30 am	Volunteers	

1. In the RSVP window, confirm the shift you would like to attend, how many hours you wish to volunteer.
2. Fill in the information required for the RSVP questions.
3. Click "Add Guest" and enter Guest Information if you would like to bring someone to the event
4. Click **"submit"** to confirm your RSVP

RSVP For Event   ✕

Choose Time(s)

Morning shift (1059 Sapphire St, San Diego, CA, 92109)

1 ☑   FRI DEC 22   >   FRI DEC 22   **4 of 5**   Hours
              9:30 am   10:30 am   volunteers   [1] [−] [+]

3 [ADD GUEST]

T-Shirt Size   Emergency Contact Name and Number

2 [S   ▾]   [John Smith   ]

Special Notes to Volunteer Coordinator

[I'm available early to set up for the event.   ]

4 [SUBMIT >]

Profits4Purpose

How to RSVP continued

- To edit your current RSVP, click **"Edit RSVP"** and change the details

Morning shift (1059 Sapphire St, San Diego, CA 92109)

| FRI DEC 22 | > | FRI DEC 22 | | **4 of 5** | EDIT RSVP > |
| 9:30 am | | 10:30 am | | Volunteers | |