

## **Service School Class Registration Instructions**

Click On “Service School Classes 2018”

Scroll Down The Calendar For Class Selections

Click On The Picture To Select The Class Of Your Choice

Using The “Quantity” Box Select The Number Of Seats You Want To Reserve

Then Click “Add To Cart”

Checkout Or Keep Shopping For More Classes

When In The “Shopping Cart” Section To Check Out

Click On The “**Pencil**” Tab In The Quantity Box

“Attendee Info” Box

In “Instructions or Comment” Provide Your Company Name

Example Golf Course, School, Town Department, etc.

Also In “Instructions or Comment”

After You Enter Your Company Name Note If You Are Paying With A Credit Card.

**Do Not Enter The Credit Card Number** – Just Note “Paying With Credit Card”.

Turf Products Will Contact You For The Credit Card Information.

If Not Paying By Credit Card All Classes Will Be Billed To Your Turf Products Account

“Attendee Info” Box

Fill Out Attendee(s) Information – First Name, Last Name, Phone

When Entering Your Phone Number Use The Same Format Example Shown In The Box

That Is **Add The Dash** In Between The Numbers Of Your Phone Number

Back In The “Shopping Cart” Section To Check Out

At The Bottom Of The Form First Time Users Need To “Register And Place Order”

Be Sure To Record Your Password For Future Classes

Agree To Our Cancellation Policy And Complete Your Order

A Confirmation Email Will Be Sent

After Registering An Account For The First Time You Will Not Need To Do It Again  
Existing Customers Will Use “Login and Place Order” In The “Shopping Cart” Section

\* If paying with a credit card TPC will contact you for the credit card information.  
but you must note ”paying with credit card” after your company name in the  
“Attendee Info” Box, Instructions-Comment Section  
If not paying by credit card all classes will be billed to your Turf Products account