GIVING MERCY ME ACCESS

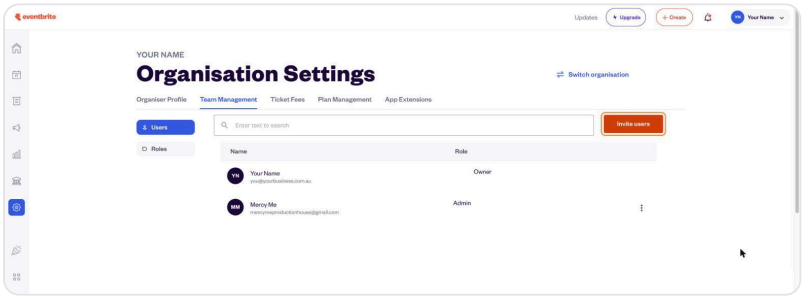
Eventbrite

Invite us to your Eventbrite organisation as a **team member**, so we can manage your events with our own login.

EMAIL TO INVITE	**mercymeproductionhouse@gmail.com**
ROLE	**Admin**, unless we've agreed on something more limited
WHO CAN DO THIS	The owner or an admin

Steps

1. Log in at eventbrite.com.au and open **Organization settings**.
2. Select **Team management**, then **Users**.
3. Select **Invite users**.
4. Enter **mercymeproductionhouse@gmail.com** and choose the **Admin** role.
5. Select **Add** and return to Team management.



Organization settings, then Team management. Once you've added us, Mercy Me shows here as an Admin.

WHAT HAPPENS NEXT

We'll get an email from Eventbrite and accept the invitation to join your organisation.

MercyMe Marketing

Stuck at any step? Let your Mercy Me contact know and we'll happily jump on a quick call to walk through it with you.

More help from Eventbrite: Manage roles and permissions