

Eventbrite Payments Procedure | Paying by Invoice

Please see screenshots below

1. Once you have selected register you will see a screen similar to below. If you do not wish to pay online, then please select “pay by invoice”. **Please DO NOT use Eventbrite invoices for payment** as we will send you a separate invoice directly from Slough Borough Council. This invoice will be sent to you after the event is completed.

Buyer Information

Have you used Eventbrite before? [Sign In To Your Account](#)

First Name: *

Surname: *

Email Address: *

Confirm Email Address: *

Payment (Your card info is not stored on Eventbrite's servers)

Payment Method: * Credit/Debit Card
Pay by invoice

Card: * Select a card type ▼

Card Number: *

Expiration Date: * Month ▼ Year ▼ CSC* [What's this?](#)

Billing Information

Country: * United Kingdom ▼

Address: *

Address 2: *

Town/city: *

County: *

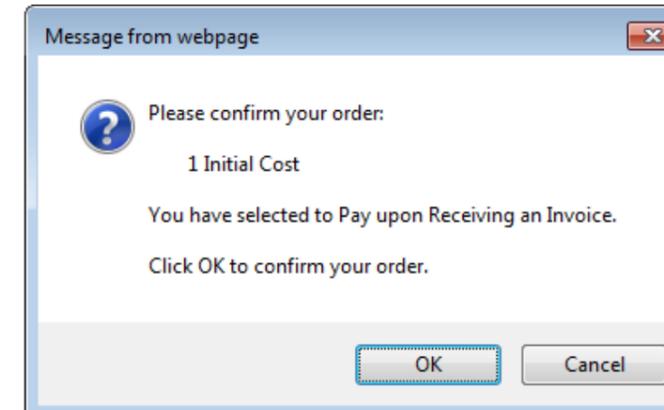
Postal Code: *

I accept the [terms of service](#) and have read the [privacy policy](#). I agree that Eventbrite may share my information with the event organiser.

[Pay Now](#)



2. Once you have selected “pay by invoice” a prompt will appear on your screen asking you to confirm you order. Select Ok as shown below:



3. Once you confirm the above prompt, your screen will be as below where you then select “Send Invoice”. **You may receive a request to download an Eventbrite Invoice. Please DO NOT select this option as we will invoice you separately and directly from Slough Borough Council.**

Information for Registration

4:46 Please complete registration within 8:00 minutes. After 8:00 minutes, the reservation we're holding will be released to others.

Please note this training is a 4 day course. If you register commitment will be required for all 4 days of the training. Please contact cpdapplications@slough.gov.uk if you have any queries.

* Required Field

Buyer Information

Have you used Eventbrite before? [Sign In To Your Account](#)

First Name: *

Surname: *

Email Address: *

Confirm Email Address: *

Payment

Payment Method: * Pay by invoice ▼

I accept the [terms of service](#) and have read the [privacy policy](#). I agree that Eventbrite may share my information with the event organiser.

[Send Invoice](#)

Send Invoice: An invoice will be sent to you 14 days after the event or training.