

PLEASE NOTE:

- **SOME sites may have to be RELOCATED if the grounds are wet.**
- **All sites MUST be used for SELLING or you may be required to FORFIET your site.**
- **Food Sellers ONLY BY PRIOR NEGOTIATION with Swap Coordinator.**
- **More sites may be offered for pre booking in the future.**
- **CHECK YOUR SPAM FOLDER FOR EMAILS FROM US.**

Instructions on Using the Nambour Swap Online Booking website.

Log into <http://www.scacc.org.au/bookings.aspx>

To make a new booking: Click on “I would like to make a new booking” OR

To use your login if you have been sent one: Click on “I have a Username and Password” Please note that the login contains an _ (underscore) it is NOT a – (hyphen)

You will then see:

1. A meeting date (this is the date of the swap you are booking for)
2. A booking number (this will be part of your login which you will receive by email after your booking is complete)
3. Your details – you should fill each of the lines with the * paying particular attention to ensuring your email address is correct – (you will receive all your relevant documents by email after your booking is complete)

****NB**** Entry for 1 person per site booked, however if you need more entry passes for people you must add them to your booking

To view the map of the sites at the showground please “**click here to view Swap site map**”. NB . This is a map of the entire showground with numbered sites. It is not necessarily sites that are available as some sites will already have been booked by other swappers. **Hint:** For reference either leave this map open or print off to look at the plan.

NEXT:

- a.) Select your site from the **Select available site(s)** drop down list
- b.) Then click “**Add site to my booking**”.

If you require more sites then repeat (a) & (b) until you have the sites you have selected to book.

If you need any extra passes for people entry then select “**Additional Passes**” and add in the number you require N.B. each site allows for 1 entry so further entry passes must be paid for. E.g. if you book 4 sites then you are allowed 4 entries any additional entries must be paid for.

Booking total will be automatically calculated for the booking.

Then select your **Payment Type** either **EFT** or **PayPal**

If selecting **EFT** (Electronic funds transfer) please read the information in the green box. This will give you the **bank details, booking number** etc. which you will need to make your payment from your bank account.

When your deposit has been verified into our bank account we will send you your confirmation of booking, site passes and receipt via email.

*If selecting **PAYPAL** click on the “Click here to Continue to PayPal”*

Complete your PayPal details and then click on the website link at the bottom of the page to return to the Sunshine Coast Antique Car Clubs booking page to complete your booking.

PLEASE NOTE! To complete your booking through PayPal you must click the 'Return to Sunshine Coast Antique Car Club' website link on the bottom of PayPal screen.

After returning to the bookings page your confirmation of booking, site passes and receipt, and login details will be automatically sent to you.

When you receive your details you should print them off for your information as you must bring your Site Pass with you to show on entry to the swap.

When you arrive at the swap you will be checked off and given a coloured numbered sticker which should be placed on your windscreen. There will be one sticker per site per vehicle, so extra vehicles will not be allowed entry.

IF YOU SHOULD HAVE ANY PROBLEMS WITH OUR BOOKING WEBSITE OR NEED ANY HELP PLEASE CONTACT
swap@scacc.org.au

THANK YOU FOR BOOKING VIA OUR ON LINE BOOKING SERVICE.

WE HOPE YOU HAVE A SUCCESSFUL SWAP AND LOOK FORWARD TO YOUR FUTURE BOOKINGS.

Regards

Nambour Swap Committee