

To Cancel your booking for a walk event on Eventbrite,

If you realise you cannot attend, it is best to cancel. Then the leader knows not to wait for you and can open the event to another person.

Open the confirmation email and scroll down to "Order Summary"
Click "view and manage" your online order ("view and manage" is printed in blue).

A new page shows,
Type in your email address

Click "Get Started" in a red box
Then enter your password

A new page showing
"Print tickets"
"Cancel Order"
"Contact the organiser"
If you want to cancel, click "Cancel Order"
Then confirm "Yes, cancel the order"

Soon after, you should receive a confirmation of cancellation email.