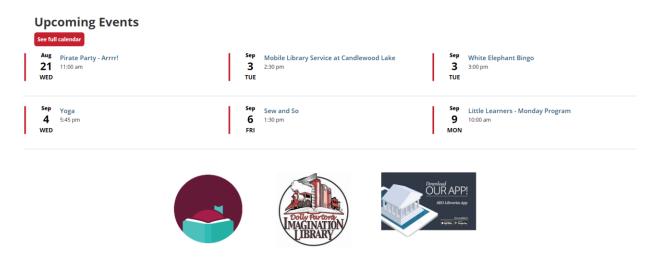
## WhoFi Community Calendar Registration

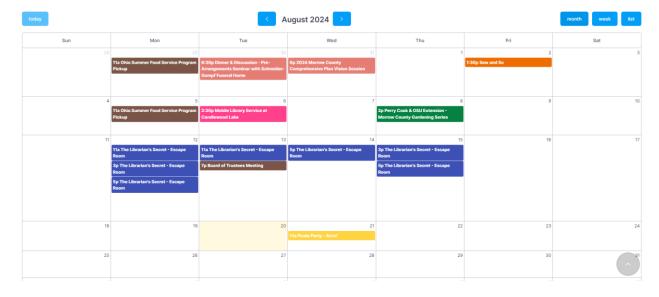
You can now register easily for library programs through the online WhoFi Community Calendar. It is no longer necessary to stop by the circulation desk or to wait to call the library during open hours to register for a program.

Go to our website, www.perrycooklibrary.org.

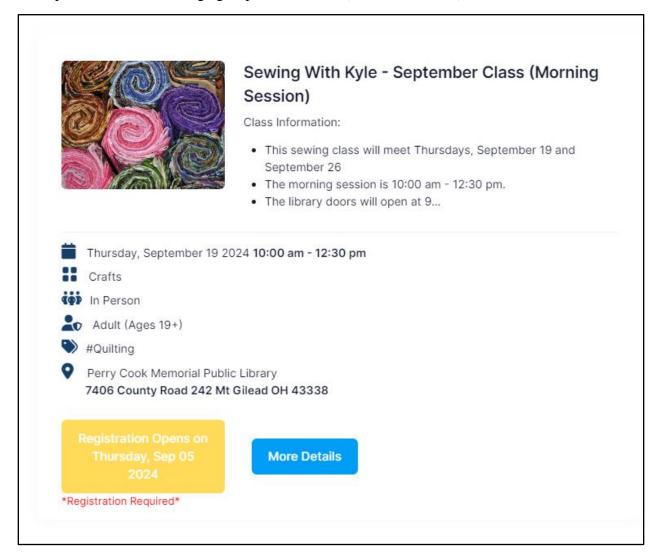
Scroll down the page to the "Upcoming Events" section. You will see the next six upcoming events with title and date of event.



Or you can click the "See Full Calendar" button to see all the events for the month and beyond.



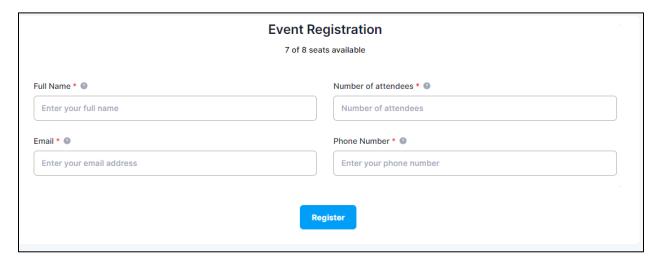
Click on the program of interest and you will see information about the event, including description, date and time, age group, and location (on site or off site).



You can click the blue "More Details" box to see complete program information.

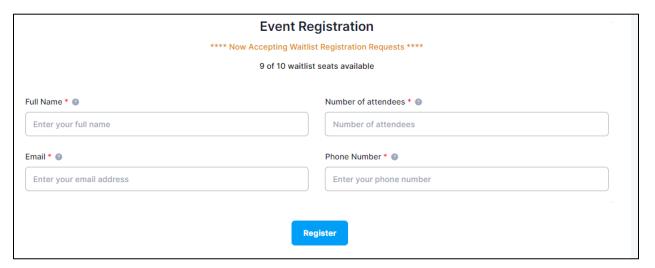
The yellow box indicates that registration is required for this event, but not yet open. It gives the date that registrations will first be accepted.

Once registration is open, you will click on the "More Details" box and the online registration form will be available.



The form will indicate how many open seats there are in the event. Fill out the required fields. If you enter your email address, you will receive email confirmation of your registration, as well as a reminder email 24-hours before the event.

If the event is full, you will see a form for Event Registration, but it will indicate that the form is for Wait List Registration.



## Note:

- Not all programs require registration generally it will be an option for programs with limited seating.
- Attendance levels for programs will be pre-set. Some programs will have a waiting list, some will not.
- The opening and closing dates for registration will be pre-set. Event registration will generally close 24-hours before the event, but may close earlier if we need to know attendance numbers to purchase supplies.
- We will still accept in-person registrations at the circulation desk or via phone.
- If you need to cancel your registration, please call the library to let us know so we can open that seat to another interested patron, 419-362-7181.
- Please do not use online registration as a placeholder for events you might be interested in attending. Due to limited seating, online registration is for events you definitely plan to attend.