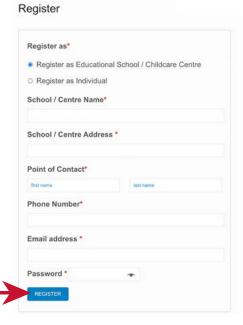
<u>The Book Warehouse</u> Procedures for registering an account and booking a Book Fair

- Go to www.thebookwarehouse.com.au
- CLICK on LOGIN/REGISTER (located top right corner) and fill in all the details under the Register as panel
- Fill in all the details under the Register As panel



And then click Register

- This will now create your schools dashboard and the Log In / Register button changes to MY ACCOUNT
- Click on **BOOK A FAIR** (located in the blue website masthead). This will take you to the Book a Fair

Book a Fair

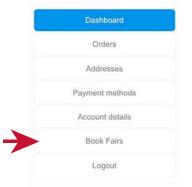
booking page. Please fill in all details and then click.

You will receive a confirmation message on screen and a follow up email from us confirming all the details.

Click on MY **ACCOUNT**

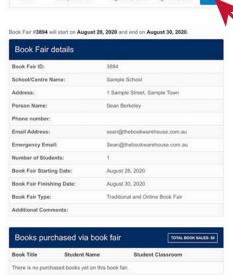
Click the Book Fairs button

Thank You Your message has been sent successfully, we will be in touch shortly



This will bring up your book fair dates and Book Fair ID. Click on VIEW

to see all details and sales information. As parents purchase online all sales details will be recorded and the sales total is automatically updated.



There is also a large FAQ section to answer lots of questions relating to all this book fair https://www.thebookwarehouse.com.au/book-fair-faqs/

And a whole page of information about online book fairs and how they run

https://www.thebookwarehouse.com.au/book-fair-from-home/