# Step-by-Step Instructions to Sign Up for LOTW Mass via *Sign Up Genius*

1.  Go to signupgenius.com/go/lotwmass

2.  Look at the calendar. Select the Mass you would like to attend and click the check box green "Sign Up" button". Then click the orange button "Submit and Sign Up" at the bottom of the page.

| Date (mm/dd/yyyy) | Location | Time (MDT) | Available Slot | 📅 Calendar View |
|---|---|---|---|---|
| 05/09/2020 (Sat.) | | 4:30pm | Mass (100) | 6 of 100 slots filled  Sign Up ■ |
| 05/10/2020 (Sun.) | | 8:00am | Mass (100) | Sign Up ■ |
| | | 10:30am | Mass (100) | 5 of 100 slots filled  Sign Up ■ |
| | | 5:00pm | Mass (100) | Sign Up ■ |
| 05/11/2020 (Mon.) | | 8:30am | Mass (100) | 4 of 100 slots filled  Sign Up ■ |
| 05/12/2020 (Tue.) | | 8:30am | Mass (100) | Sign Up ■ |

Submit and Sign Up

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Privacy Policy | Terms of Service | Do not sell my info

3. Enter the number of people who will attend the Mass in the "Quantity" box. You do not need to enter anything in the comment box.

## Sign Me Up

Sign me up for:

| Available Slot | Date (mm/dd/yyyy - MDT) | My Comment | Quantity |
|---|---|---|---|
| Mass | Mon., 05/11/2020 8:30am | | 1 ▾ |

Name    First    Last

Email

Already have a SignUpGenius account? Login

Phone    Mobile ▾
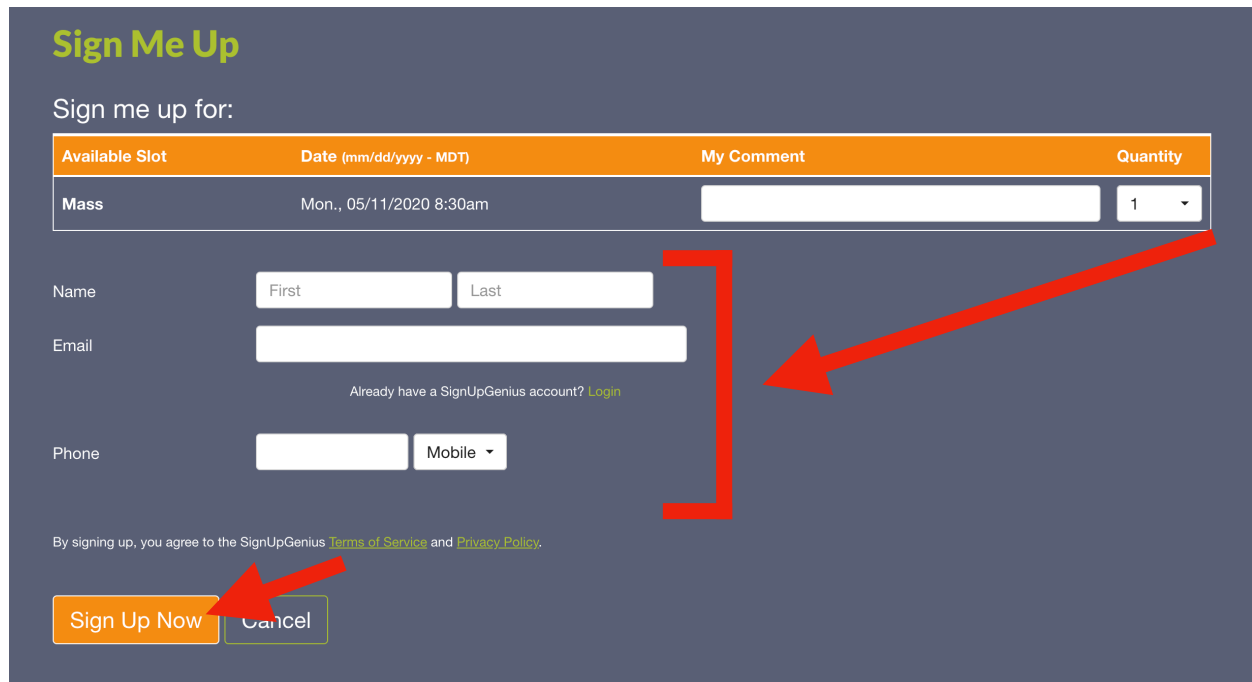
By signing up, you agree to the SignUpGenius Terms of Service and Privacy Policy.

Sign Up Now    Cancel

4. Fill out the remaining fields: Name, Email and Phone. Then click the orange button "Sign Up Now" at the bottom of the page.
*You DO NOT need a Sign Up Genius account*

**Sign Me Up**

Sign me up for:

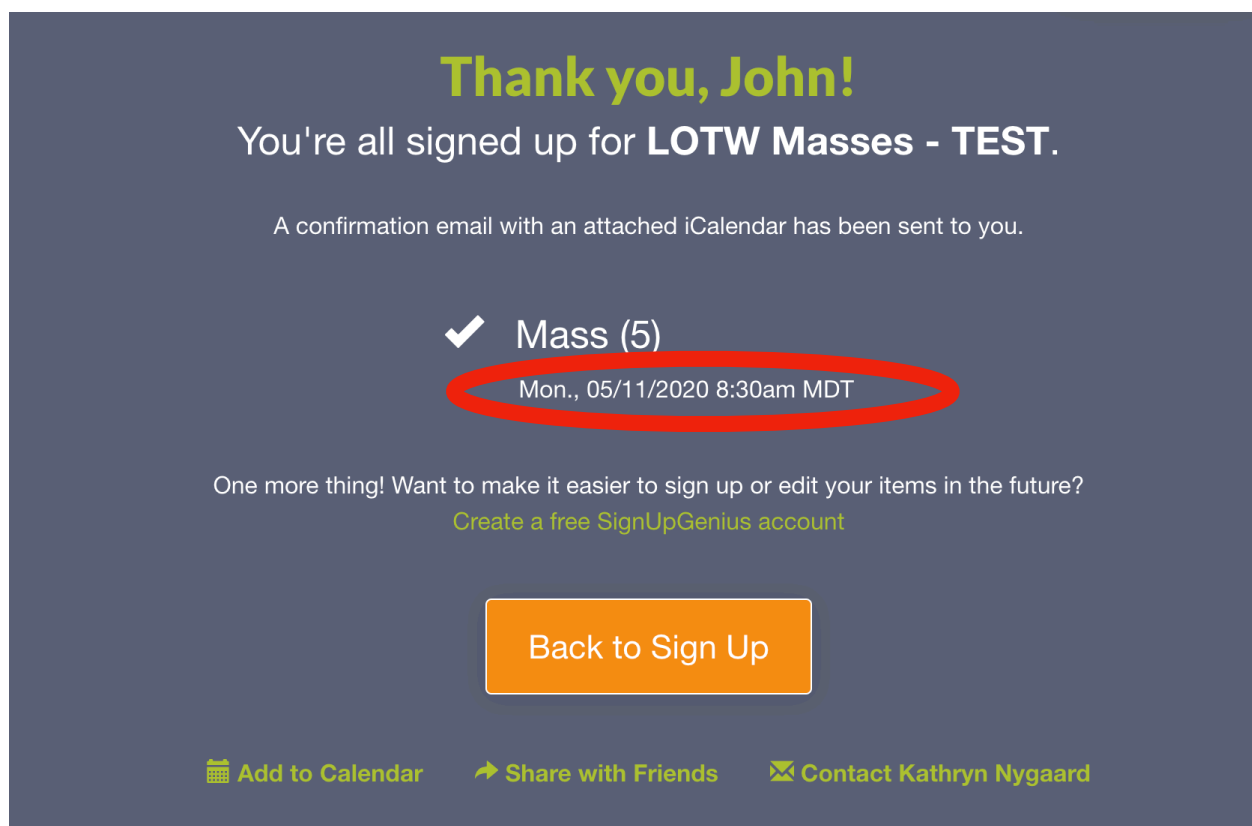| Available Slot | Date (mm/dd/yyyy - MDT) | My Comment | Quantity |
|---|---|---|---|
| **Mass** | Mon., 05/11/2020 8:30am | | 1 |

Name    First    Last

Email

Already have a SignUpGenius account? Login

Phone    Mobile

By signing up, you agree to the SignUpGenius Terms of Service and Privacy Policy.

Sign Up Now    Cancel

5. Make sure you get the confirmation page, which includes your Mass time and looks like this:

# Thank you, John!
You're all signed up for **LOTW Masses - TEST**.

A confirmation email with an attached iCalendar has been sent to you.

✔ Mass (5)
Mon., 05/11/2020 8:30am MDT

One more thing! Want to make it easier to sign up or edit your items in the future?
Create a free SignUpGenius account

Back to Sign Up

📅 Add to Calendar    ➤ Share with Friends    ✉ Contact Kathryn Nygaard

6. You will receive a confirmation email.

# Thank you, John!

You're all signed up for "LOTW Masses - TEST."

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✔ **Mass (5)**
**05/11/2020 (Mon.) 8:30am MDT**

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**View Sign Up**

✏ Edit My Sign Up          ✉ Contact Kathryn Nygaard