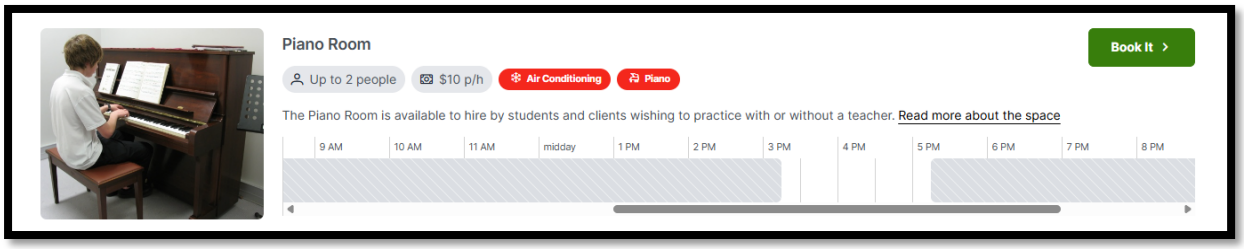
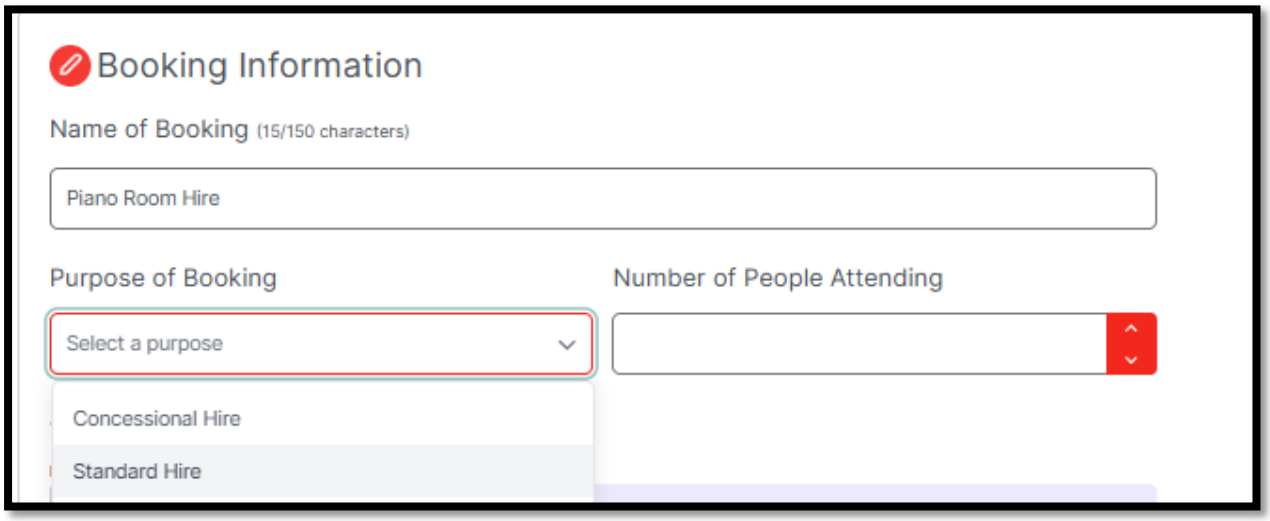
How to book the Piano Room:

1. Navigate to our online booking system: https://slwa.bookable.net.au/venues/6/state-library-of-western-australia
2. Scroll down to Piano Room.
3. Click the green **'Book It'** button

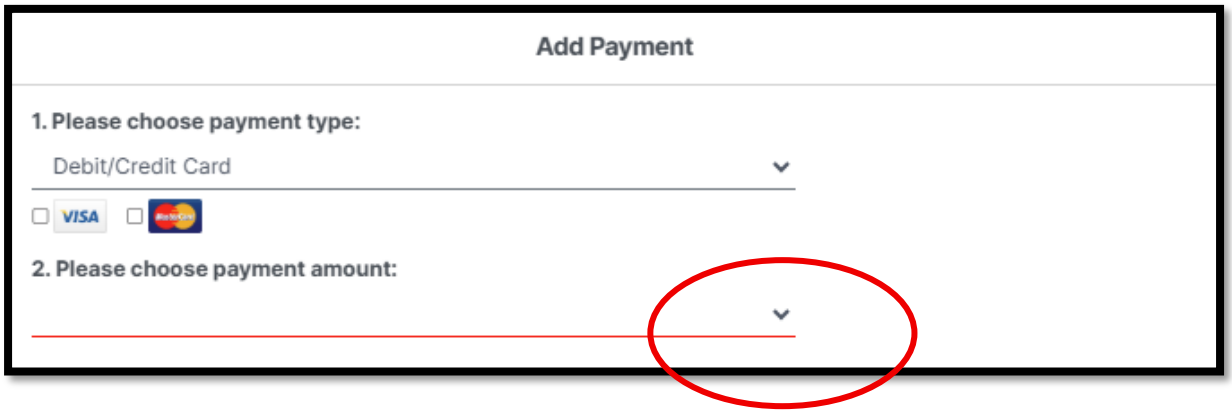


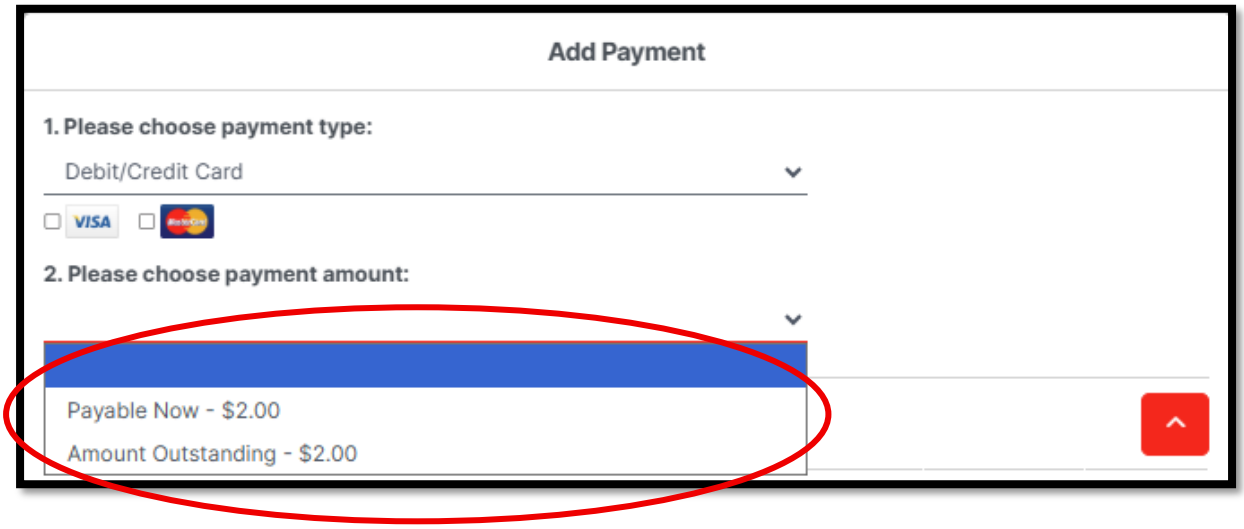
4. The name of booking will automatically prefill to 'Piano Room Hire' no action is required.
5. Select a **'Purpose of Booking'** - select Standard Hire or Concession Hire *(if you are a student)*



6. **'Number of People'** is a required field, however the Piano Room capacity is two people.
7. If you are a one-time user we suggest progressing as a **'Guest Booking'**, otherwise if you are likely to make repeated bookings, please create an account, as you will be able to view, manage and edit future bookings in the customer portal.
8. Scroll down to **'Booking Items'**, to view the availability calendar and select the booking date and time. The room is available at 15 increments.
9. Once you have selected a suitable booking date and time, scroll to the bottom and click **'Continue to Pricing & Confirmation'.**
10. Either proceed as a guest or create an account.
11. Scroll down to **'Your Details'** and fill in. Most fields are required; some are optional.
12. Once details are entered, click **'Complete Booking'.**
13. Click **'Checkout'.**
14. Payment screen will load.

15. Select Visa or Mastercard.
16. Use the drop-down arrow below to select your payment amount.





17. Click **'Checkout'.**
18. Enter payment information into the secure payment gateway.
19. Booking confirmed.
20. Click on **'View or Manage Booking'** and access your Booking Confirmation.
21. Once payment is made, a Booking Confirmation will be automatically sent to your email address.
22. You must present a printed or digital version of your Booking Confirmation to the Ground Floor Welcome Desk to sign out the room keys and commence booking.