

## How to Update/Cancel RSVPs

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Here's how:

1. Once you're a Looking Ahead Member, use your Member Login (remember, there's one login per family) to access your Profile.
2. There, you'll see a link to "Cancel Events" next to each Member of your Family.
3. Click "RSVP or Cancel Events" and our website will show you the events each family member has RSVP'd for.
4. Choose the Event you can't attend and click "Cancel".
5. If you need to update your RSVPs--click "RSVP" next to the appropriate name and select the event you want.
6. Next, you'll receive an email confirming your cancellation or letting you know if you were added to the waiting list.