

# **SHOP ONLINE FVG STORE TUTORIAL**

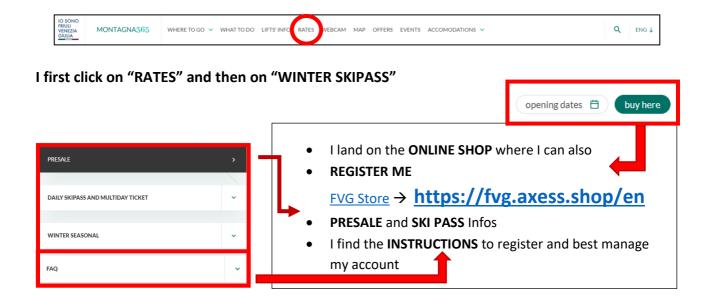
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# WHERE DO I FIND ALL THE INFORMATION ABOUT SKIPASSES?

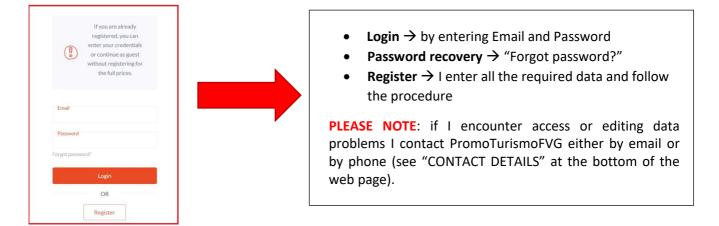
# www.turismofvg.it/en/mountain365



#### On the "Home" of the Online Shop I click at the top right on "Login"



If there is my name instead of "Login", it means that I am already logged in and I can explore my profile, otherwise I have three options:





# **REGISTRATION RULES**

- In order to avoid lockings, errors or delays in profile approval by PromoTurismoFVG I first read the complete INSTRUCTIONS (FAQ) on the following page:
   Online shop FAQ → https://www.turismofvg.it/en/rates/skipass/faq/online-shop
- 2. Only **ADULTS**' registrations will be approved (minors must be added as family members in a parent's account, in "My Family" section)
- 3. In order to access the discounted rates according to the age categories it is necessary to **UPLOAD AN IDENTIFICATION DOCUMENT** (ID Card, Passport or Driving Licence) in "Documents" section, checking that NAME, SURNAME, DATE OF BIRTH AND PHOTO are READABLE AND IN FOCUS
- 4. In order to access the discounted rates to them dedicated, FAMILIES (within the first degree of kinship spouse/cohabitant and children up to 26 years old) must register only once, adding all family members interested in purchase of a skipass into Head of the Family's account (in "My Family" section) and must upload all members' documents+ the Self-declaration form of the Family Status, which can be downloaded from the website,
  Documents section → <a href="https://www.turismofvg.it/en/mountain365/skipass/documents">https://www.turismofvg.it/en/mountain365/skipass/documents</a>)
- 5. If I intend to add my family members to my account it is better to do so at the time of my registration because once PromoTurismoFVG approves my document (within about 72 hours) the profile automatically locks and any further changes are made only by contacting one of the provided contact details for assistance
- 6. FRIENDS are not considered as family members, therefore they must REGISTER INDIVIDUALLY
- 7. If I registered more than once and using different e-mails, the duplicates could generate conflicts in the system and in the future I could have problems at the ticket office, therefore, if there are anomalies in my "main" account, it is better to contact PromoTurismoFVG



# WHAT TO DO IF...

- I'M NOT REGISTERED YET
- I ALREADY HAVE AN ACCOUNT

### I'M NOT REGISTERED YET

1. From the page FVG Store → https://fvg.axess.shop/en

I click on "Login" at the top right and from the box that appears in the middle of the page I click on "Register", then I enter the required data

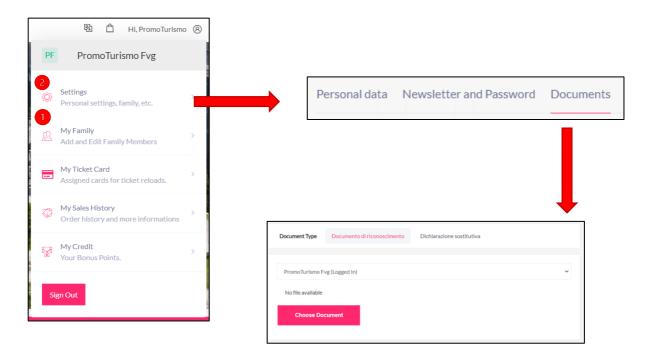


**PLEASE NOTE**: the **password** must be at least 8 characters long and must contain at least one upper-case letter, one lower-case letter and one digit.

- 2. I check my email inbox to verify if I received the Activation Mail, then I click on the activation link contained in it (within 48 hours, otherwise it expires and then I must contact PromoTurismoFVG to let me send another link):
- 3. I enter all my data, my family members (if I wish it), the identification documents of all of us and the completed Self-declaration form of the Family Status (optional, see the instructions contained in point 1)
  - After clicking on "HI, MY NAME" a drop-down menu will open and I will be able to add my family members in "My Family" section
  - Clicking on \*\*Settings\*\* I can access to the \*\*Documents\*\* section where I can afterwards upload the identification documents and the completed and signed Self-declaration form of the Family Status

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- 4. I wait until PromoTurismoFVG checks and approves my documents (within about 72 hours) → I receive a confirmation email
- 5. Once I received the documents confirmation email my **account** gets **locked** and on my profile it will appear the statement shown in the image below, preceded by a padlock: from now on, whenever I wish to change my data or update my documents, I must contact PromoTurismoFVG to request the release.



6. When the Online Shop is active (winter and summer seasons) I find the tickets on sale in the "Buy your skipass" section



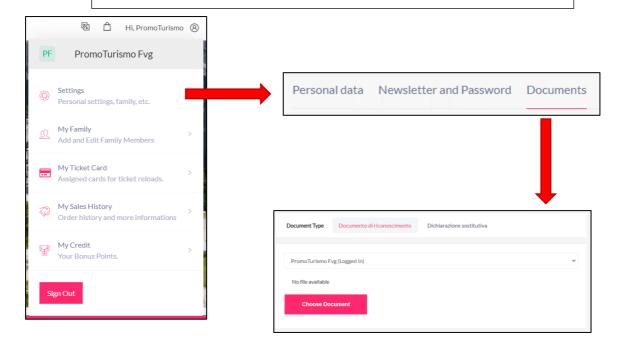


# I ALREADY HAVE AN ACCOUNT

1. From the Homepage FVG Store → https://fvg.axess.shop/en

I log into my account and if I do not remember the password I follow the recovery procedure (see page 1 of this document)

- 2. If I do not view a discounted rate according to my age, I probably have not uploaded an identification document (ID Card, passport or Driving Licence) yet, in which NAME, SURNAME, DATE OF BIRTH AND PHOTO are readable
  - After clicking on "HI, MY NAME" a drop-down menu will open and I will be able to add my family members in "My Family" section
  - Clicking on \*\*Settings\*\* I can access to the \*\*Documents\*\* section where I can afterwards upload the identification documents and the completed and signed Self-declaration form of the Family Status



3. If I cannot modify my personal data, add my family members or upload documents I probably visualize the statement shown in the image below, preceded by a **padlock**: whenever I wish to change my data or update my documents, I must contact PromoTurismoFVG to request my account to be unlocked





4. If I have uploaded new documents, I wait for PromoTurismoFVG to check and approve them (within about 72 hours) → I receive a confirmation email

When the Online Shop is active (winter and summer seasons) I find the tickets on sale in the "Buy your skipass" section



5. For any problem I contact PromoturismoFVG by phone or e-mail

#### **Skipass Call Centre:**

Tel. +39 0432 1697000 - Email: skipass@promoturismo.fvg.it

#### Forni di Sopra/Sauris

Tel. +39 0433 88208 - Email: forni@promoturismo.fvg.it

#### **Piancavallo**

Tel. +39 0434 655258 - Email: piancavallo@promoturismo.fvg.it

#### Ravascletto/Zoncolan

Tel. +39 0433 66033 - Email: <a href="mailto:ravascletto@promoturismo.fvg.it">ravascletto@promoturismo.fvg.it</a>

#### Sappada/Forni Avoltri

Tel. +39 0435 469122 - Email: sappada@promoturismo.fvg.it

#### Sella Nevea

Tel. +39 0433 54026 - Email: sella@promoturismo.fvg.it

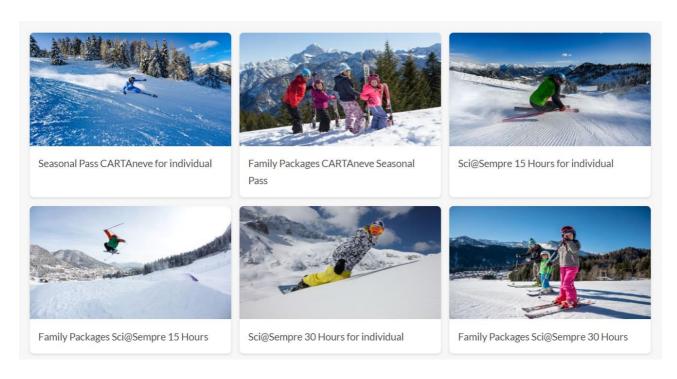
#### Tarvisio

Tel. +39 0428 653915 - Email: tarvisio@promoturismo.fvg.it



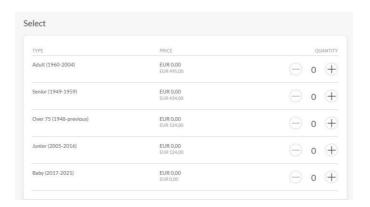
# **HOW DO I BUY MY SKI PASS ONLINE?**

1. I enter the "Buy your skipass" section of my account and I choose the product I am interested in



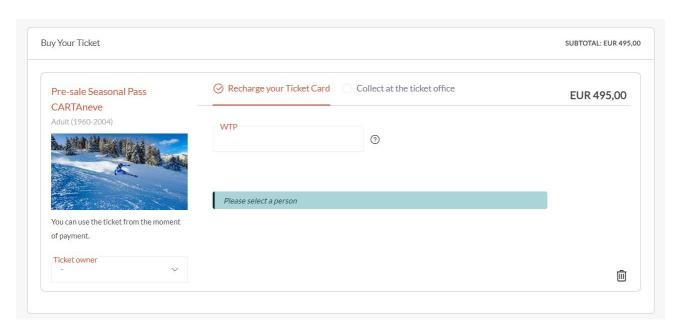
If my account contains at least 3 members who would be eligible to purchase of **FAMILY** packages and I don't view those options, I check if I uploaded the **Self-declaration form of the Family Status** and if the latter has been approved

2. For each ski pass I select the amount of tickets related to my age category using the + and - buttons





3. I proceed and, once in the cart...



if I already own a Ticket Card, I select "Load ticket", the "Ticket owner" and the WTP code printed on the backside of the Card, otherwise I select "Voucher" and I will go to a ticket office to collect my ski pass (the rechargeable Card will cost 5,00 euro)



- 4. I proceed to checkout and make the payment with a credit card
- 5. If after any step I get an error message, I memorize the sentence or take a screenshot so that I can communicate it to PromoTurismoFVG support that will help me to solve it



# WHERE DO I COLLECT MY TICKET CARD?

After receiving my profile validation I can collect my Ticket Card exclusively at any ticket office in the ski resorts Forni di Sopra, Piancavallo, Ravascletto/Zoncolan, Sappada, Sella Nevea and Tarvisio.

# I WANT TO SHOP ONLINE BUT I DON'T HAVE THE TICKET CARD

- 1. On the ONLINE SHOP, select the "Collect at the ticket office" option.
- 2. If the **skipass** is **seasonal** (CARTAneve or sci@sempre), you need to go to the ticket office with the purchase voucher, and the cashier will issue a personalized card with your skipass loaded onto it for a cost of 5.00 euro
- 3. If the **skipass** is **daily** (daytime hours, sci@ore, or single round trips), to avoid waiting in line, you can scan the purchase voucher at an automatic ticket machine located in Piancavallo, Ravascletto/Zoncolan, Sappada, Sella Nevea, or Tarvisio and collect a disposable skipass. Alternatively, you can go to the ticket office with the purchase voucher, and the cashier will issue the skipass.

If you want to reload your skipasses online onto a Ticket Card, allowing you to go directly to the slopes, you must request it at the ticket office and pay 5.00 euro to obtain it.