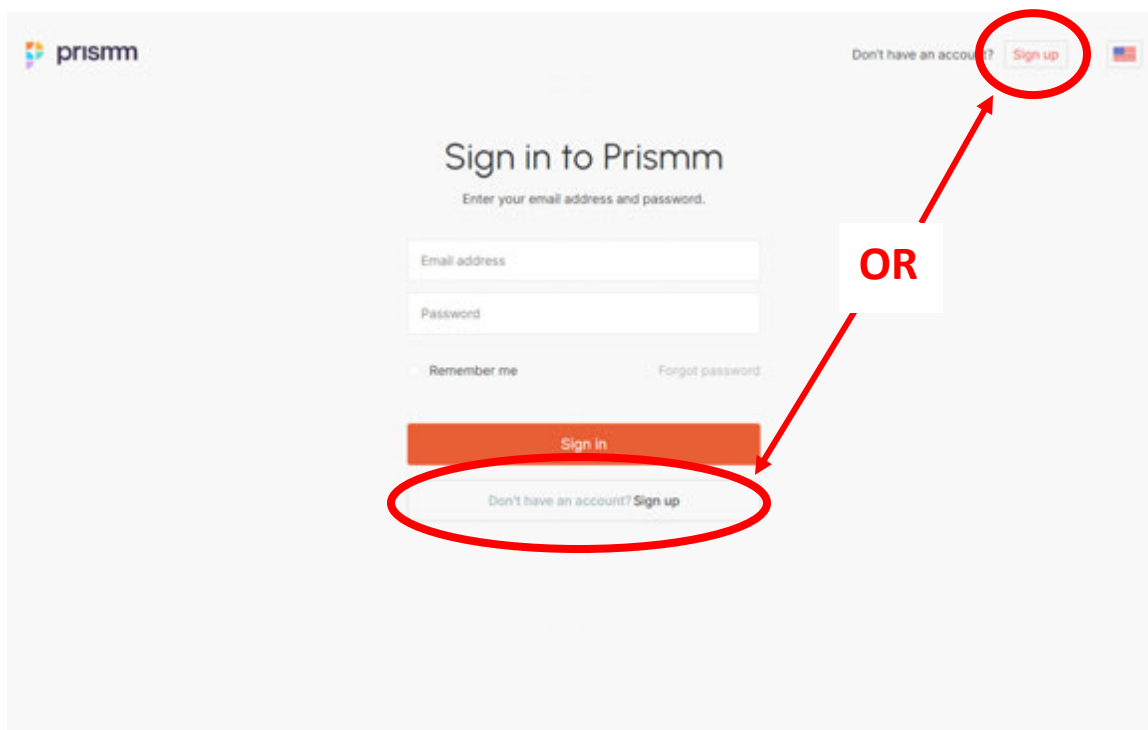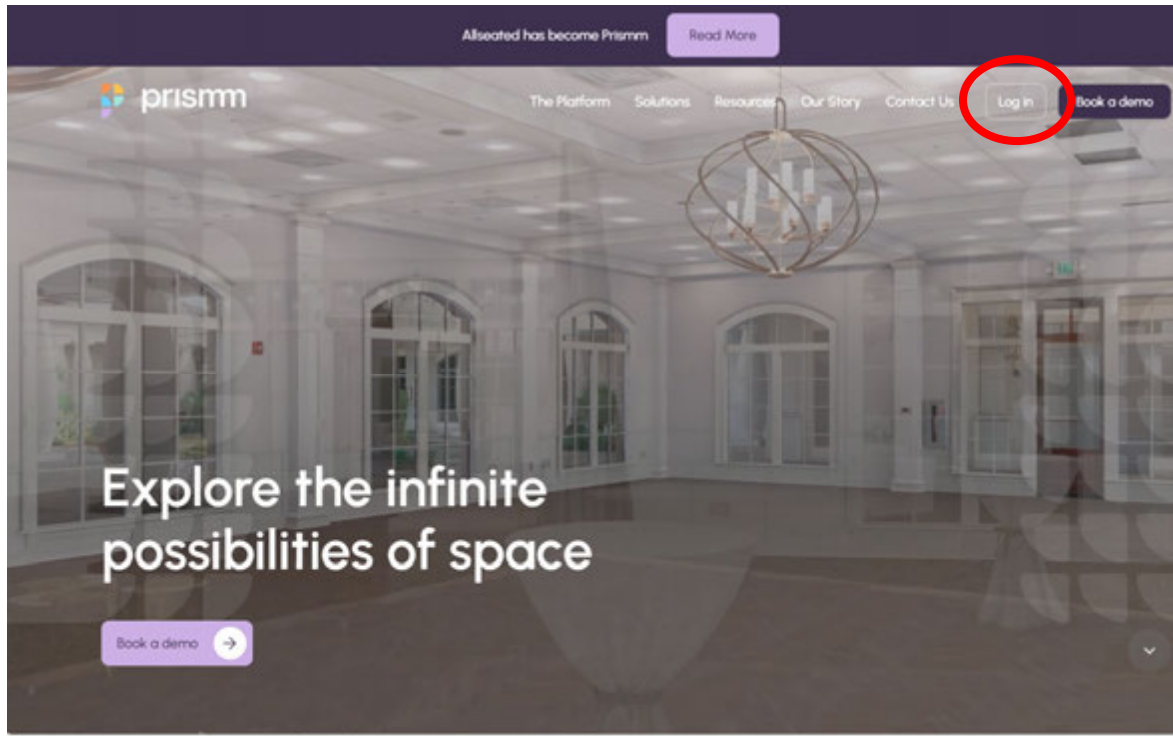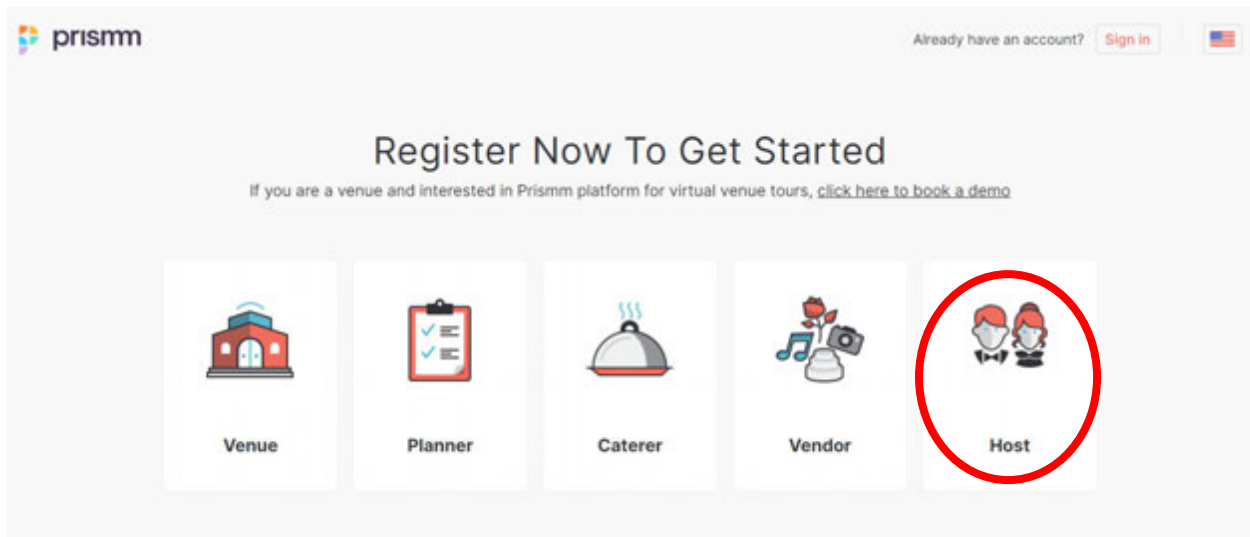# How to Find the Brazilian Room and Temescal Beach House in Prismm
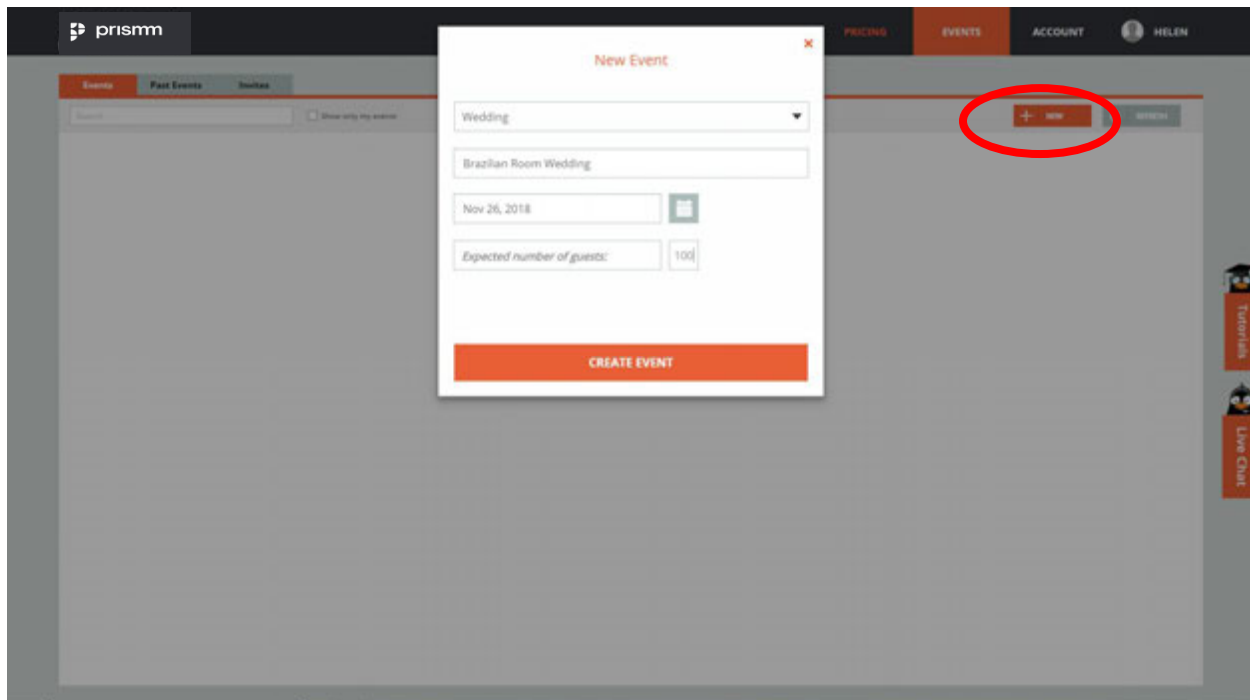
1) Visit https://prismm.com and sign up for a free account if you don't have one already.
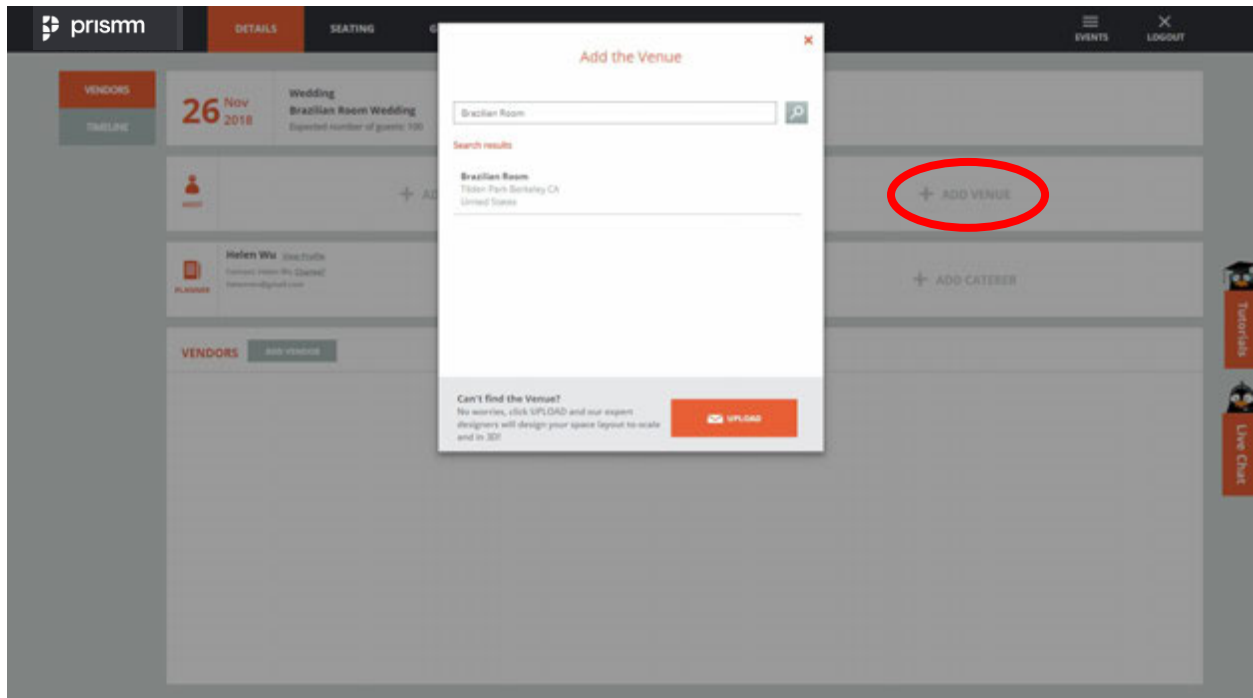
2) You'll want to sign up as the Host to use the Guest List features and also just in case you want to invite a Planner later on when you create an event floor plan. You can also invite other vendors to the event floor plan as well.
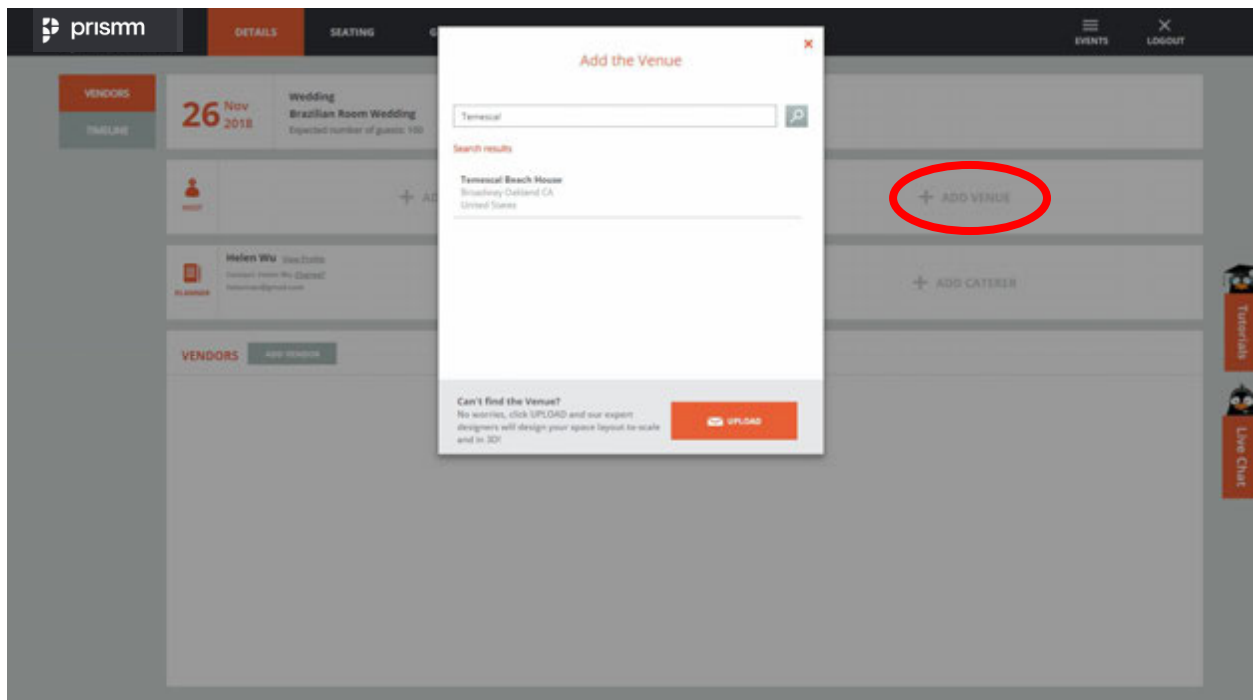

3) Once you're signed up and logged in, you'll want to click on **+NEW** to create a New Event. A box will pop up where you'll need to enter your event details.
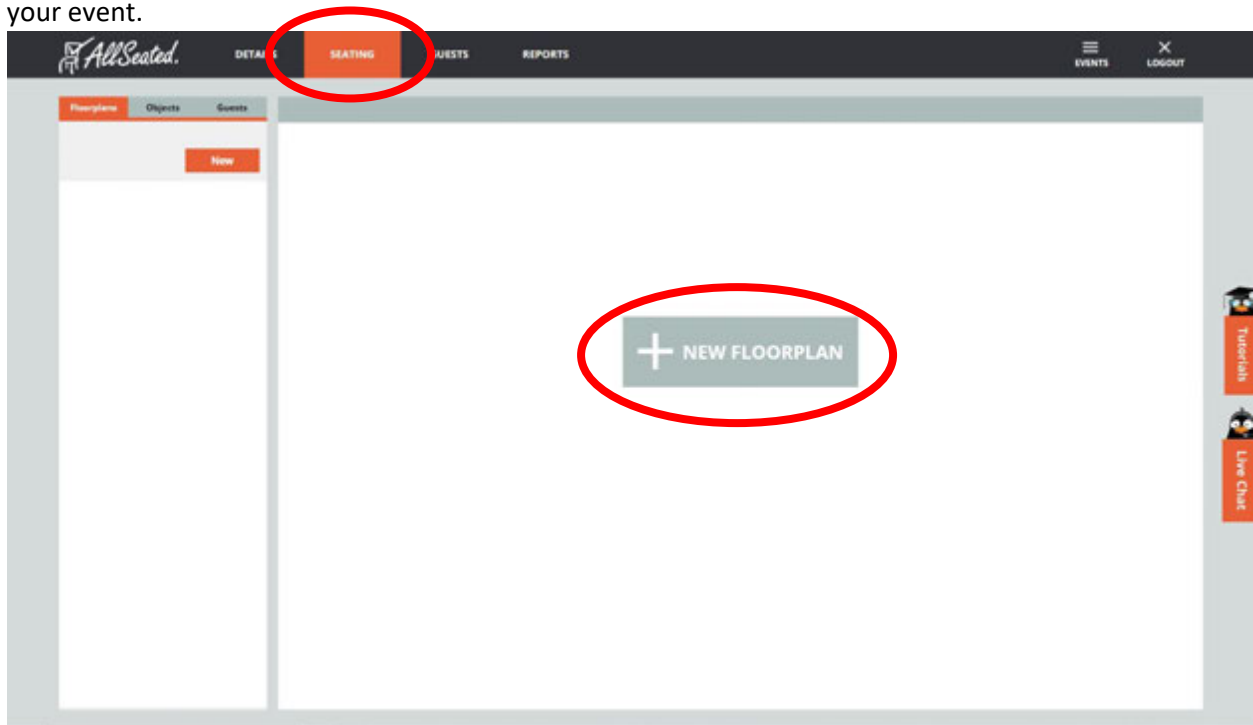
4a) After you've created the event, you'll want to click on **+ADD VENUE**. A box will pop up where you can search for the Brazilian Room – it should appear in the search results.
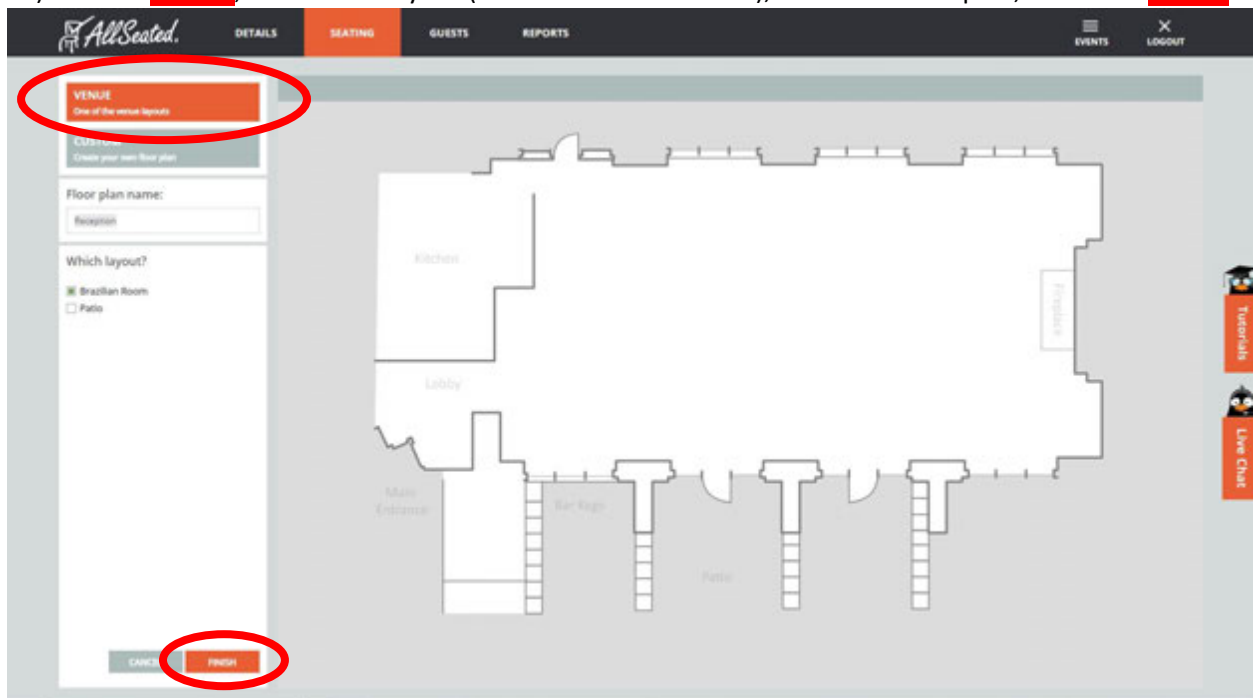

4b) If you're looking for the Temescal Beach House, type Temescal in the search box and it should also appear in the search results.
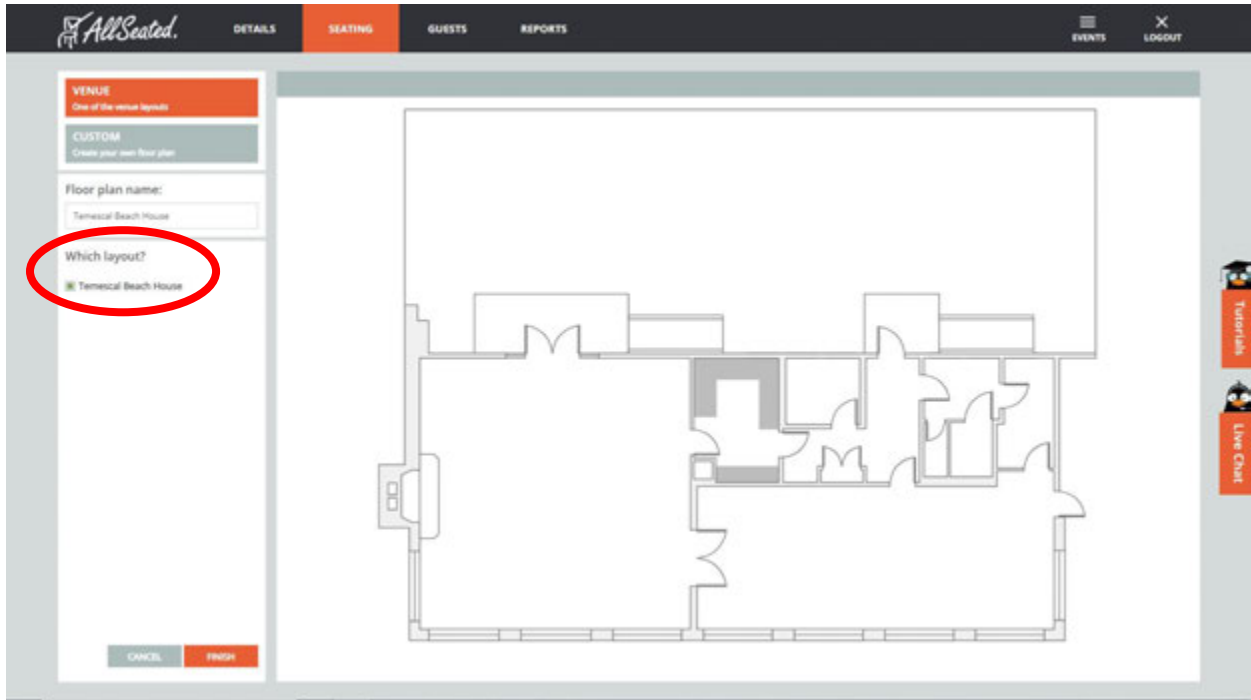
5) Once your event is created, click on **SEATING** and then **+NEW FLOORPLAN** to start a floor plan for your event.
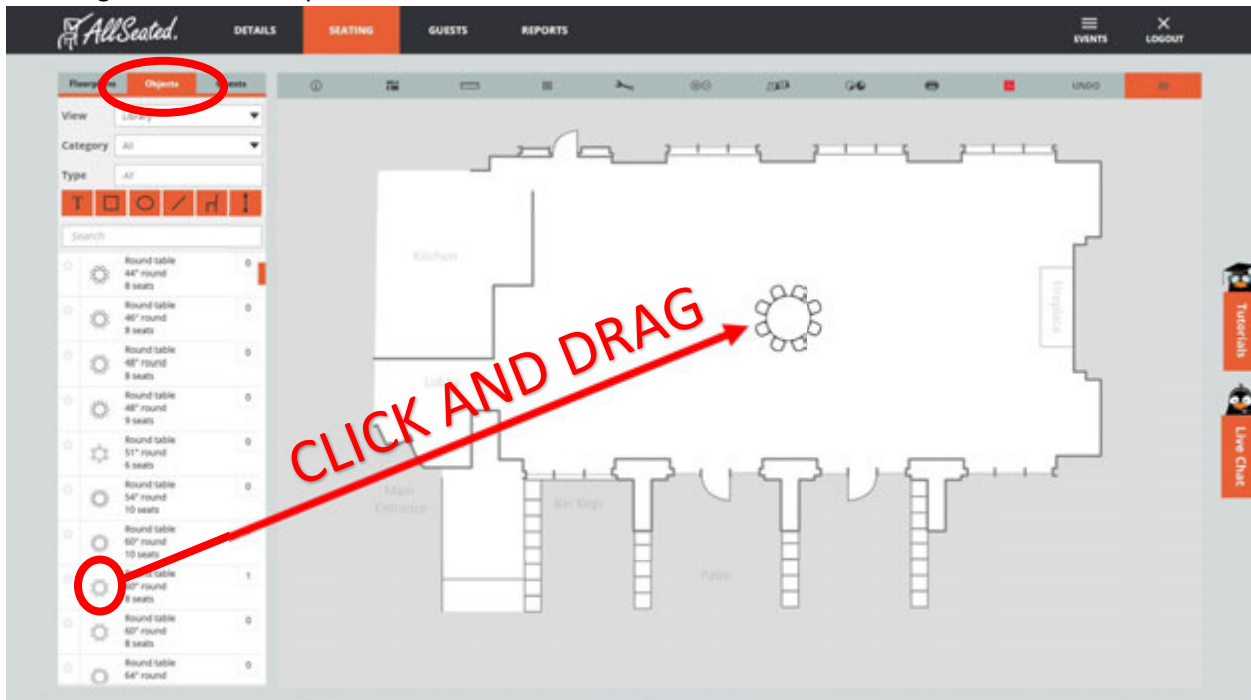

6a) Click on **VENUE**, choose the layout (Brazilian Room or Patio), name the floor plan, then click **FINISH**.
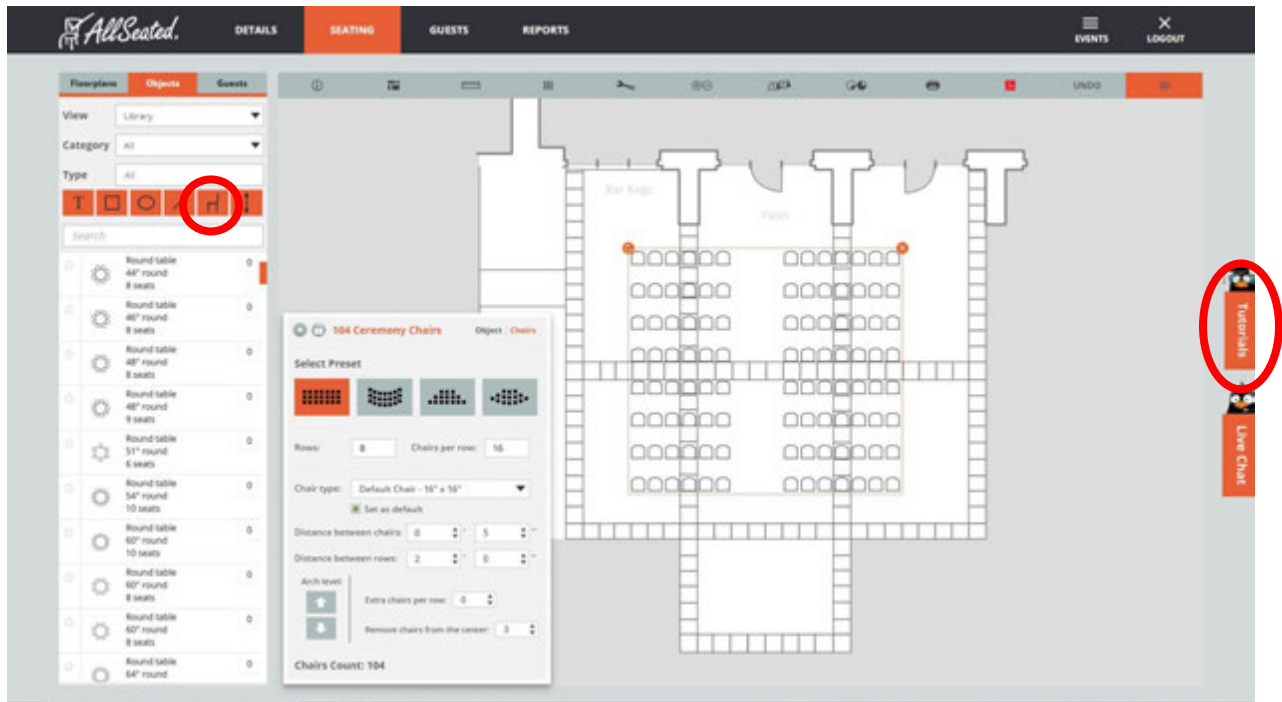
6b) For the Temescal Beach House, there is only one option that includes both the patio and indoor spaces.

7) Click on **Objects** to be able to start dropping tables into your floor plan. Click on the object you want and drag it into the floor plan.

8) You can also use the Ceremony Chairs feature to draw your ceremony chairs.

For more helpful tips, click on the **Tutorials** or link on the right or give us a call at 510-544-3164!