



# Member's guide to Liftshare

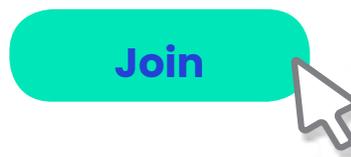


We are constantly developing our platform to ensure that it is as user friendly as possible for you and your members. However, we've put together some step by step, just in case.

**Let's get started!**

## Signing up is simple

Go to [liftshare.com](https://liftshare.com). Click the "Join" button in the header or alternatively click "Get started".



Choose to join with email and fill out the brief form with your name, email and password.

To sign up even quicker - if you are a member of facebook click "Join with Facebook".

**Join with Facebook**

or

**Join with email**

## Activate your account

Once you've joined you'll be sent an email to verify your account. Please activate your account, your journey won't be visible to other members without doing so.

## Adding a journey

Once you've joined a Liftshare scheme you must add a journey to find a match! There are two ways to do this: as a driver or as a passenger.

### As a driver

In your account you will see **"Add journey"** in the top right-hand corner of the page, click the button to take you to the form.



Add a journey

This will enable you to add your journey details, use a customisable schedule for regular journeys and even give some preferences in the **"Show further details"** section.

### As a passenger

Looking for a lift? Simply log in to your account and input your journey details at the top of your account home page, and click **"Find a lift"**:

To (postcode, street or town)



To (postcode, street or town)

Find a lift



## Forming a Liftshare team

Once you have added a journey and found a match, you will be able to form a Liftshare team. There are two ways to do this – as a driver or as a passenger.

### As a driver

Once you've found a passenger to share with, click on their details. You will then see an option to message them:

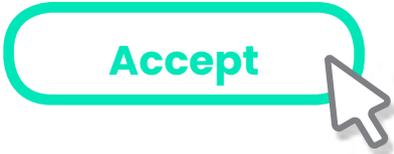
Do you have any questions



Message Laura

Send the passenger a polite message letting them know that you would like to share, and ask them to send an official **"Request to share"** to you. Once you receive the **"Request to share"**, accept the request to create your Liftshare team. You will receive an email that will allow you to do this:

Please confirm this lift request by clicking the **"Accept"** button.

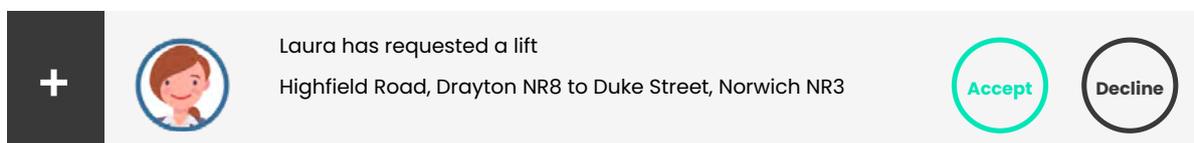


Accept



Decline

You will also see a notification when you log into your Liftshare account:



## As a passenger

Passengers must request a seat in the driver's vehicle to form a Liftshare team.

Once you've found a match, click on their details. You will see an option to **"Ask to share"**. Click this option to request a seat in the driver's vehicle. If you have any questions for the driver about the journey, you can do so by clicking the **"Message"** option.

**Request to share**



Do you have any questions

**Message Laura**



Once they have received your **"Request to share"**, they can choose to accept and the team is formed.

## Top Tips

- Add a profile picture and bio to your account so that other members know who you are;
- Always respond to requests to share, even if you must decline them;
- Download the Liftshare Companion app to accept requests and communicate with your Liftshare partner:

iOS: [Apple store](#)

Android: [Google play store](#)

- If Liftsharing has made life better for you, we'd love to hear from you! You can contact us via [support@liftshare.com](mailto:support@liftshare.com).