

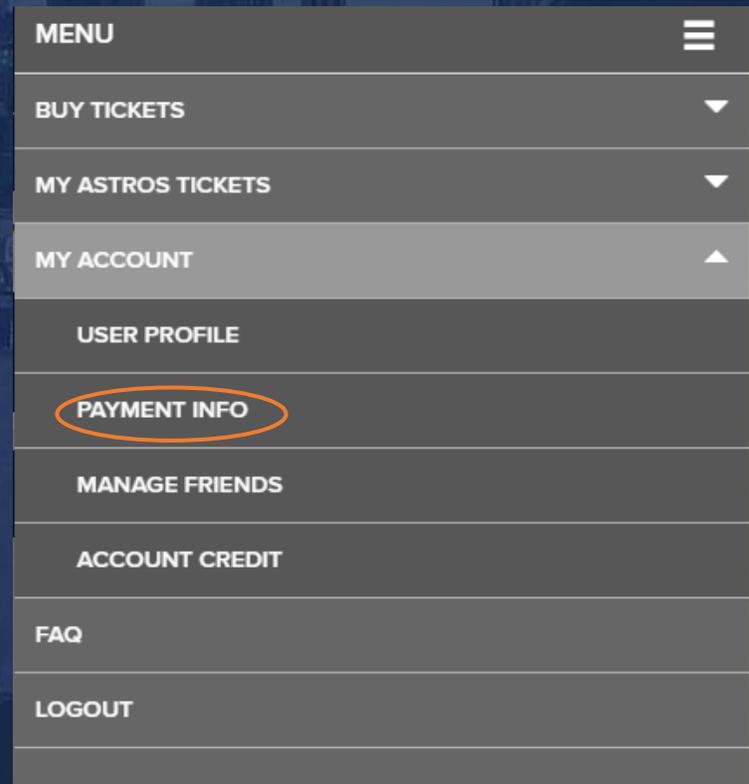
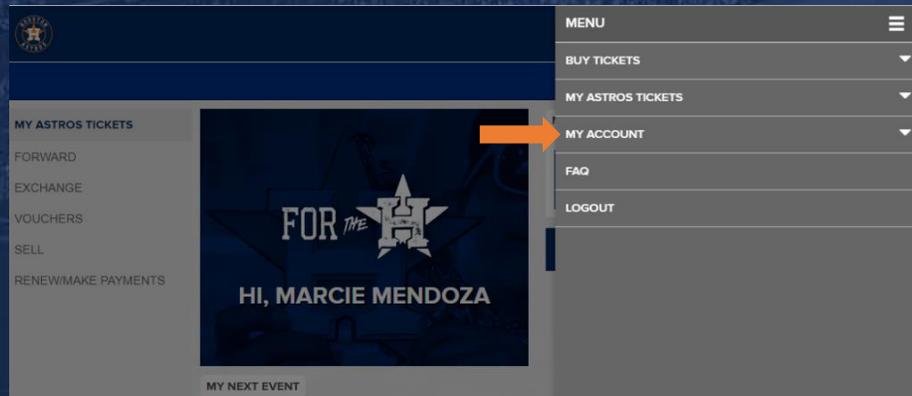
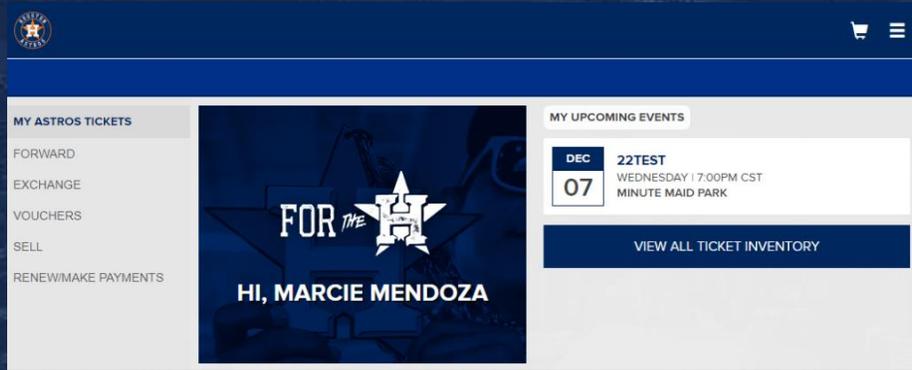


How To Update or Add a Credit Card in MyTickets Account

Adding A Credit Card In MyTickets

1. Click on the drop-down menu at the top right corner of the page and select the “My Account” tab.

2. The menu will expand; you can then click on “Payment Info.”



Adding A Credit Card In MyTickets

3. A 'New Payment' fillable form will populate. Type in your new card information and remember to 'Save' once you have added in all required fields.

4. Notify your Account Manager via email when you have updated your card information to ensure the correct default card is noted on your account.

*Please note if you have an existing installment plan, your default will not automatically update. Your account manager must be notified if you need to change the card on your installment plan.

NEW PAYMENT ✕

CARD TYPE

Card Type ▼

CREDIT CARD NUMBER

Enter Credit Card Number

EXPIRATION

Month ▼ Year ▼

NAME ON CARD

Enter Name on Card

BILLING INFORMATION

Use my address on file

STREET ADDRESS

Enter Street Address

