







How to Transfer a Ticket Online

Not using your tickets for this weekend's game or need a PDF version of your tickets? Simply access your account online and transfer your tickets to a friend or email address not on your account. The recipient then gets an email notifying them on the transfer, instantly receives the tickets and prints the tickets on-demand. It's that easy!

Benefits

-  Simplify transferring your tickets to friends on a short notice
-  Receive transferred tickets instantly by print-at-home delivery
-  Receive a PDF version of your tickets for re-sell purposes
-  Support your Red Raiders

GUNS UP!



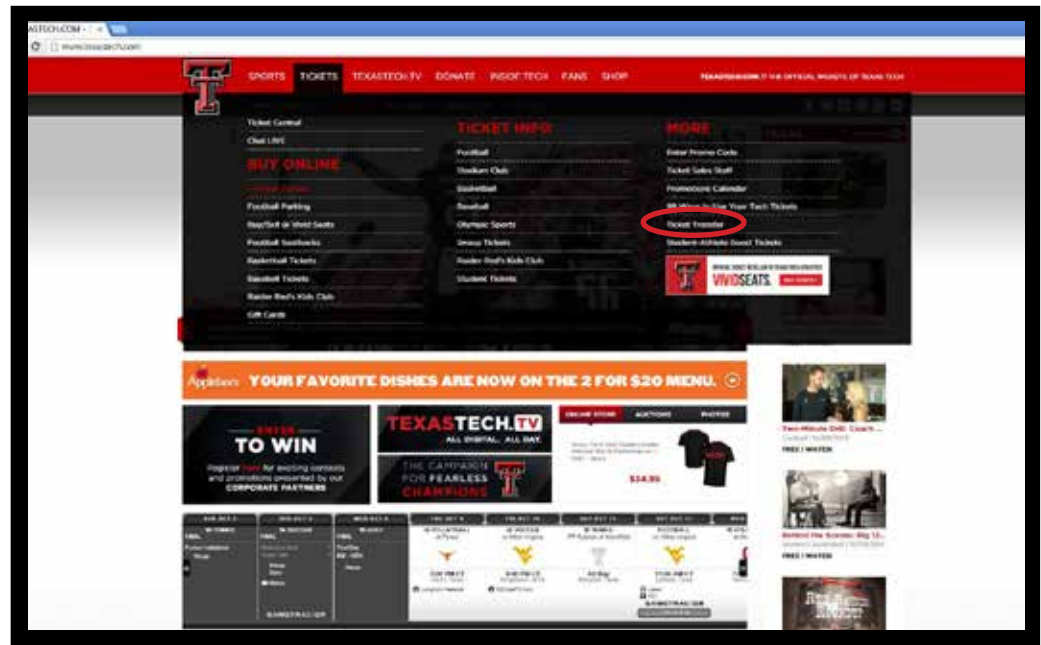
TEXAS TECH ATHLETIC TICKET OFFICE

400 RED RAIDER AVE.
NORTH SIDE OF JONES STADIUM
LUBBOCK, TX 79409

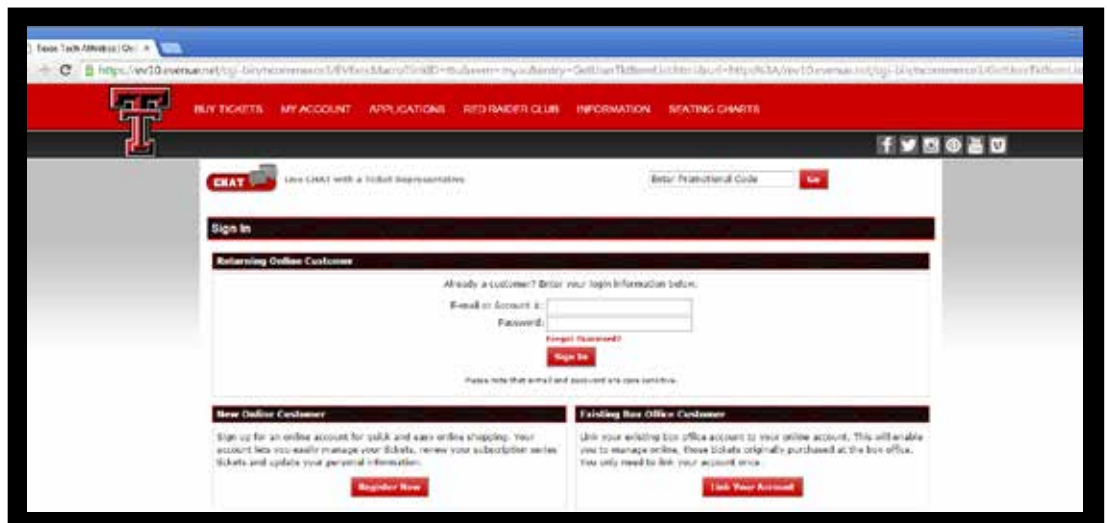
806-742-TECH
redraidertickets@ttu.edu



Go to www.texastech.com. Hover over **TICKETS** at the top of the screen. In the pop down menu, click **Ticket Transfer** under **MORE** on the right hand side.



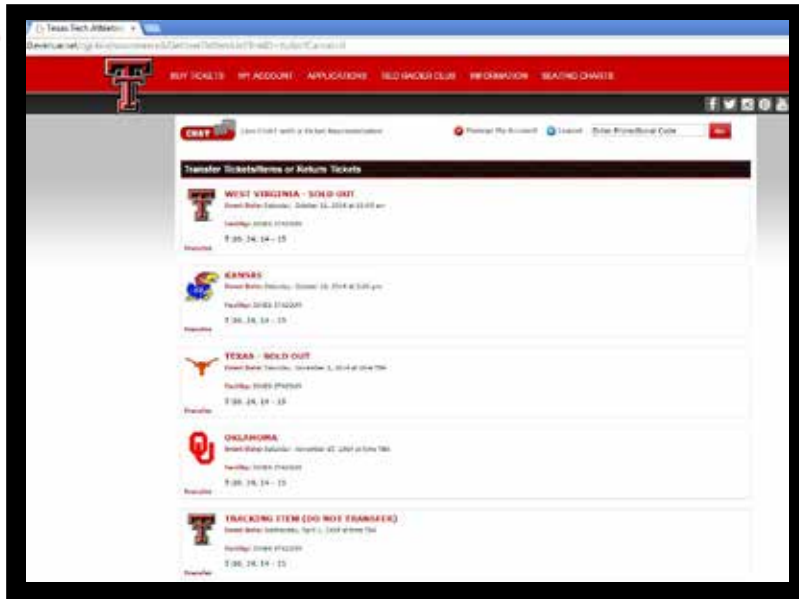
ENTER your account information. We recommend using your account number if you know it.



Ticket Transfer Continued.....

3.

Choose the game you wish to transfer and click **TRANSFER**.



4.

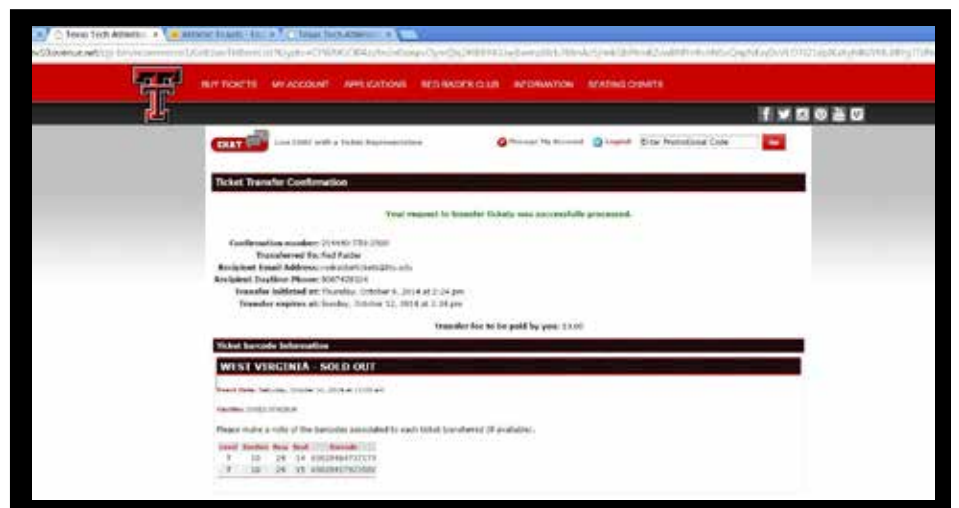
CHECK the box beside the seats you wish to transfer. **ENTER** the recipient info. If you are transferring to yourself, you **MUST** use an alternate email from what is on your account.

Select who will pay the transfer fee of \$5 per ticket, you or the recipient.

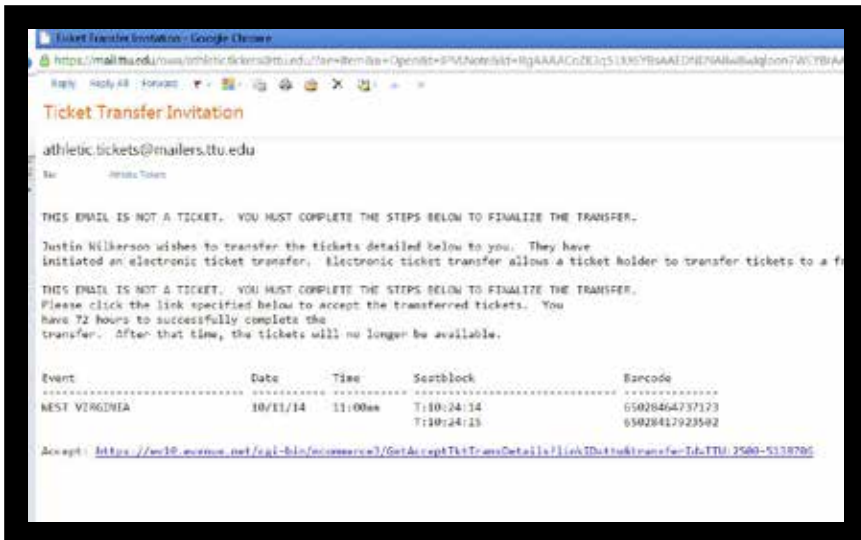
ENTER card information then **CLICK SUBMIT**.

5.

Once this screen appears, click on **LOGOUT**.



Ticket Transfer Continued.....

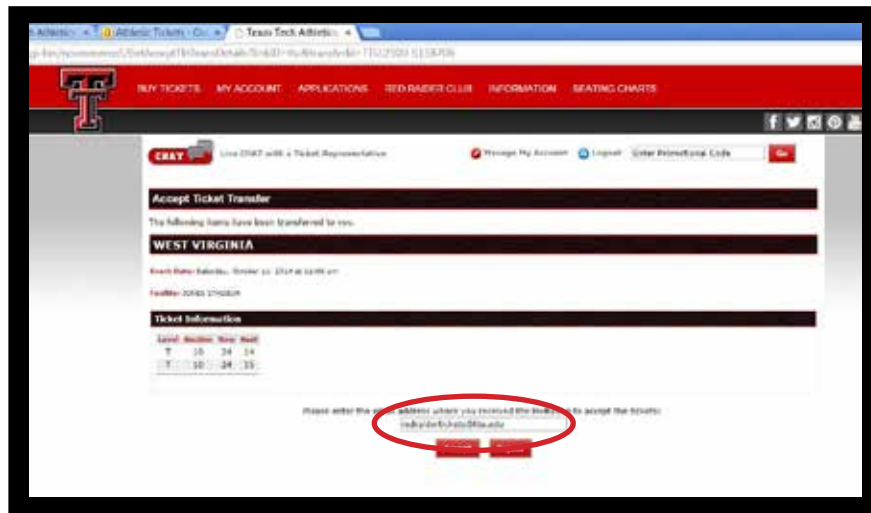


After clicking **SUBMIT**, the person the tickets were sent to should receive a confirmation email.

← Open the email and **click the link** where it says **ACCEPT**.

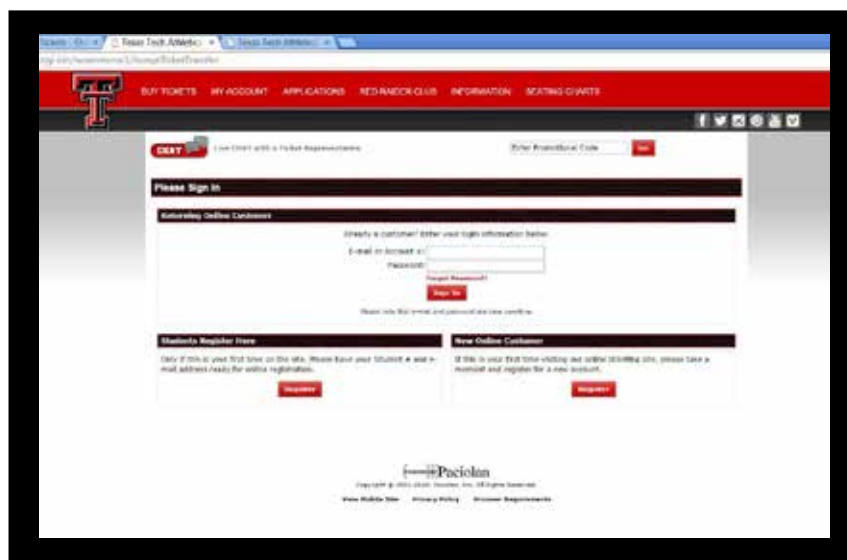


In the box provided, **ENTER** the email address where the invitation was received. **Click ACCEPT**.



A.

If you are transferring tickets to yourself-- You **MUST** act as a new online customer. To do so, **Click REGISTER**.



B.

If you are not transferring tickets to yourself and already have an account, log in with your email address and password and **Click SIGN IN**.

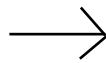
Ticket Transfer Continued.....

YOU WILL ONLY SEE THE FOLLOWING WINDOWS IF YOU ARE TRANSFERRING TICKETS TO YOURSELF

This screenshot shows a web form for transferring tickets. It includes sections for 'Account Information' (with fields for email address, password, and confirm password), 'Credit Card Information' (with fields for card type, number, and expiration date), 'Address Information' (with fields for street address, city, state, zip, and phone number), and 'Phone Numbers' (with fields for home and mobile numbers). A 'Next Step >' button is visible at the bottom right.

This screenshot shows the 'By Account' verification section of the form. It includes 'Account Information' (with fields for email and name), 'Billing Billing Address' (with fields for street address, city, and zip), 'Phone Numbers' (with fields for type, number, and fax), and 'Credit Card Information (optional)' (with fields for card type, number, and expiration date). A 'Next Step >' button is visible at the bottom right.

Enter the recipient email and other contact information, then click on **NEXT STEP**.



Verify that the information is correct and **Click YES**.

9.

Select the delivery method as **PRINT-AT-HOME**. Click **CHECKOUT**.

This screenshot shows the 'Shopping Cart' page. It displays a table of tickets with columns for 'Event Date', 'Event Name', 'Price', 'Status', 'Quantity', and 'Transfer Fee'. A 'CHECKOUT' button is prominently displayed on the right side. Below the table, there are options for 'Purchase Tickets' and 'Remove Entire Order'. A 'Total' box on the right shows 'Transfer Charge: 0.00', 'Delivery Charge: 0.00', and 'Total Cost: 0.00'.

This screenshot shows the 'Payment Information' page. It includes 'Account Information' (with fields for name, email, and phone), 'Billing Address' (with fields for street address, city, and zip), and 'Payment Info' (with a 'Submit' button). A 'Total' box on the right shows 'Total: 0.00'. A note at the bottom states: 'No sell price for "Submit" button even if you are not a pro member. No sell or "submit" button while you enter a busy amount.'

Verify that all items are correct then **Click Submit**.

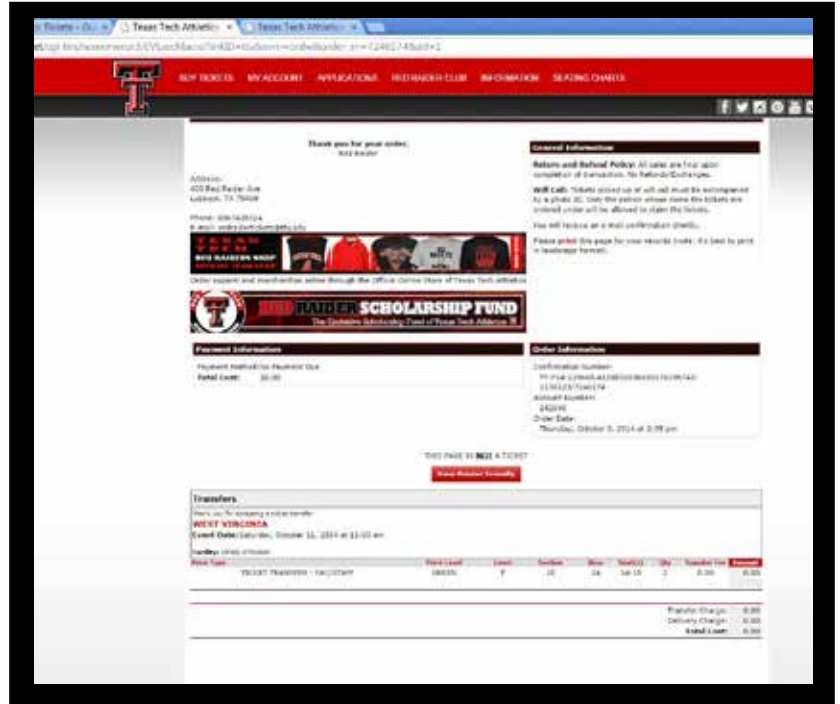
10.

Ticket Transfer Continued.....

11.

If you have done the transfer successfully, this window should appear. This is confirmation that the order is complete -- **THIS IS NOT A TICKET.**

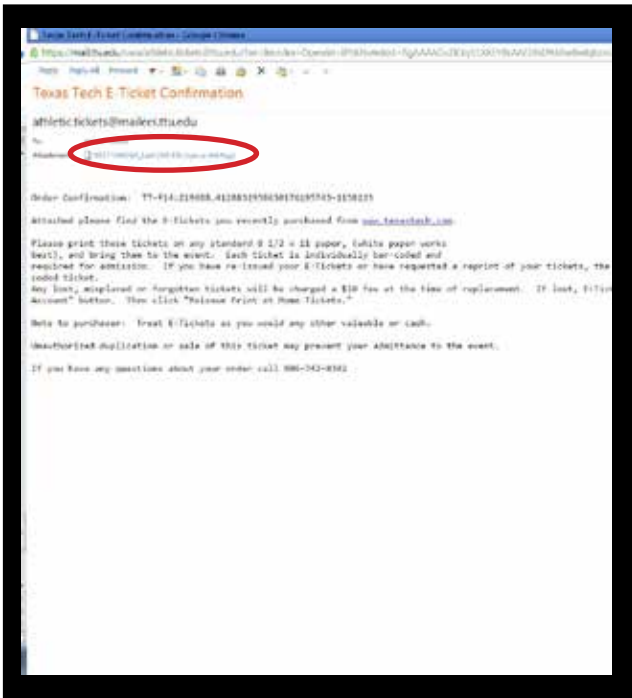
A PDF file will be sent to the recipient email.



12.

This is an example of the email that the PDF ticket is attached to.

Click on the attachment to download.



13.

This is the example PDF of a Print-At-Home ticket.

You must print your ticket and bring it to the gate like a regular ticket.

