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 Please log in to access your account

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 Please log in to access your account

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SIGN UP

Click on "Forgot Password" to create a new password. Come back to this screen & enter your Sparks account number & new password. Your account number has not changed.



After logging in, click "Season Ticket Holder Renewals"

FORGOT PASSWORD OR USER ID





#### **Order Details**

To forward/resend your ticket(s), the order for those tickets must be paid in full.

Here you can make payments on eligible orders with an outstanding balance by clicking on 'Make/Schedule A Payment'.

\* Orders that are grayed out and marked with an asterisk next to them are not eligible for payment at this time.



## **Click "Pay This Order"**

## Select a payment plan option

STEP 2: Select one payment plan of your choice.

O Pay in Full	I will pay my full season ticket balance for the total amount listed. I'm authorizing my card to be charged in full at the time of my renewal. My pay in full plan includes complimentary parking, renewal gift and access to end of season pre-game reception.
<ul> <li>Quarterly Payment Plan</li> </ul>	I'm authorizing my card to be charged 1 of 4 payments at the time of my renewal. Remaining three (3) payments to be processed on the 15th of October, February and April. My payment plan includes a renewal gift and access to end of season pre-game reception.
9-Month Payment Plan	I'm authorizing my card to be charged 1 of 9 payments at the time of my renewal. Remaining eight (8) payments to be processed on the 15th of every month starting October 2017. My payment plan includes a renewal gift.

STEP 3: Answer the following questions prior to completing your renewal.

Enroll in Auto-Renew Quarterly Payment Plan?	0.00
	O Yes O
Enroll in Auto-Renew 9-Month Payment Plan?	OYes O
Cancel	Next

Then click "Next"

HOME	MY ACCOUNT	MY ORDERS & PAYMENTS	MY BIDS	MY TICKETS	SUPPORT	Logout

#### Make New Payment

Order ID	Due Date	Payment Amount
3339623	08/10/2017	\$238.00

#### Pay With A New Credit Card

	Card Information:		
	Card Type:	VI T	
	Card Number:		
	Name on Card:		
	Expiration Date:	8 ¥ 2017 ¥	
	Verification Number		
Complete payment information here	CONTRACTOR OF THE OFFICE OFFICE OF THE OFFICE OFFIC	C24 667 801 2 C2 To a second method with the second with the second with the second method with the second method	
	Billing Address:		
	Address:     Address:     City:     State/Province:     Zip/Postal Code:     Country:	AK V UNITED STATES	Then click "Process Now"
		Mark this card as primary	
	Remember my credit card infor     Note: Clicking on "Process N     If you would like to review your selection	mation so I don't have to type it next time.  Cancel Process Now ow" will save this credit card information. before carrying on, please click the "Cancel" button.	

# **How to FORWARD/RESEND tickets**



Step 1: Select Tickets To Be Forwarded

Orders Placed: From: 05 | 2017 ▼ To: 08 | 2017 ▼ Show

Page 1 of 1

Order #	Event	Select	Section	Row	Seat	Delivery	Times Frwd
3339623							
	•						
	Game 1 Admissions						
	Game 1 (7/14/2018)	1	116	2	8	Season Tickets	0
	Game 10 Admissions						
	Game 10 (7/14/2018)		116	2	8	Season Tickets	0
	Game 11 Admissions						
	Game 11 (7/14/2018)		116	2	8	Season Tickets	0
	Game 12 Admissions						
	Game 12 (7/14/2018)		116	2	8	Season Tickets	0
	Game 13 Admissions						
	Game 13 (7/14/2018)		116	2	8	Season Tickets	0
	Game 14 Admissions						
	Game 14 (7/14/2018)		116	2	8	Season Tickets	0
	Game 15 Admissions						
	Game 15 (7/14/2018)		116	2	8	Season Tickets	0

When finished, click the "Proceed" button

(To do a ticket exchange, contact your rep)

Click the "My Tickets" tab

# Select any game's tickets you want to forward or resend

Game 2 Admissions					
Game 2 (7/14/2018)	116	2	8	Season Tickets	0
Game 3 Admissions					
Game 3 (7/14/2018)	116	2	8	Season Tickets	0
Game 4 Admissions					
Game 4 (7/14/2018)	116	2	8	Season Tickets	0
Game 5 Admissions					
Game 5 (7/14/2018)	116	2	8	Season Tickets	0
Game 6 Admissions					
Game 6 (7/14/2018)	116	2	8	Season Tickets	0
Game 7 Admissions					
Game 7 (7/14/2018)	116	2	8	Season Tickets	0
Game 8 Admissions					
Game 8 (7/14/2018)	116	2	8	Season Tickets	0
Game 9 Admissions					
Game 9 (7/14/2018)	116	2	8	Season Tickets	0

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Proceed To Step 2



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