

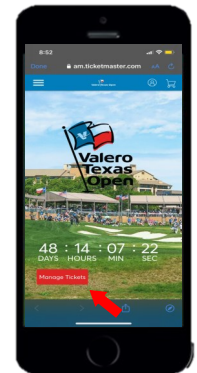
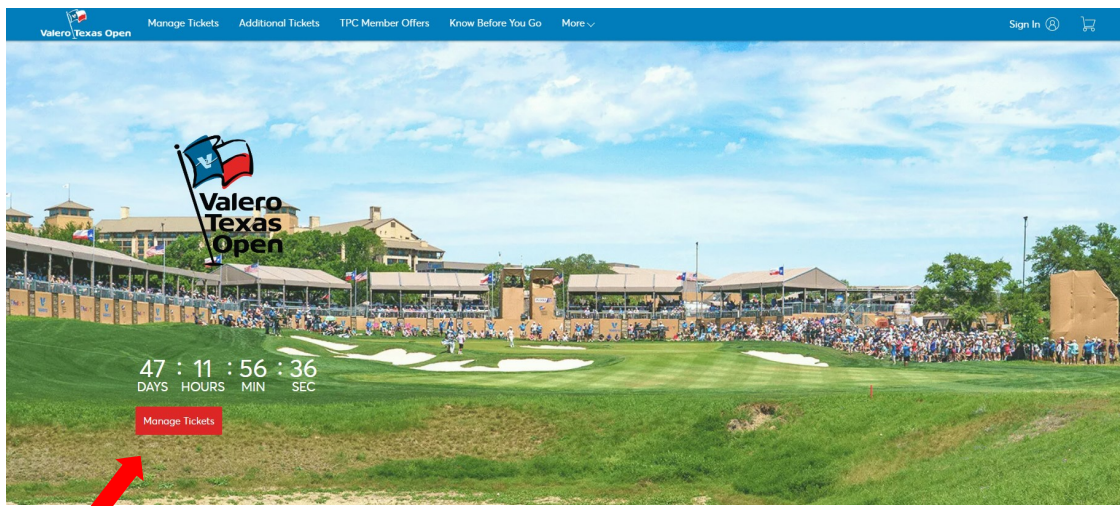


2024 Ticketmaster ACCOUNT MANAGER GUIDE

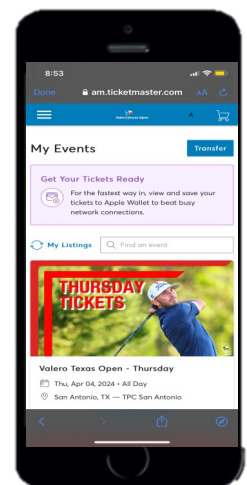
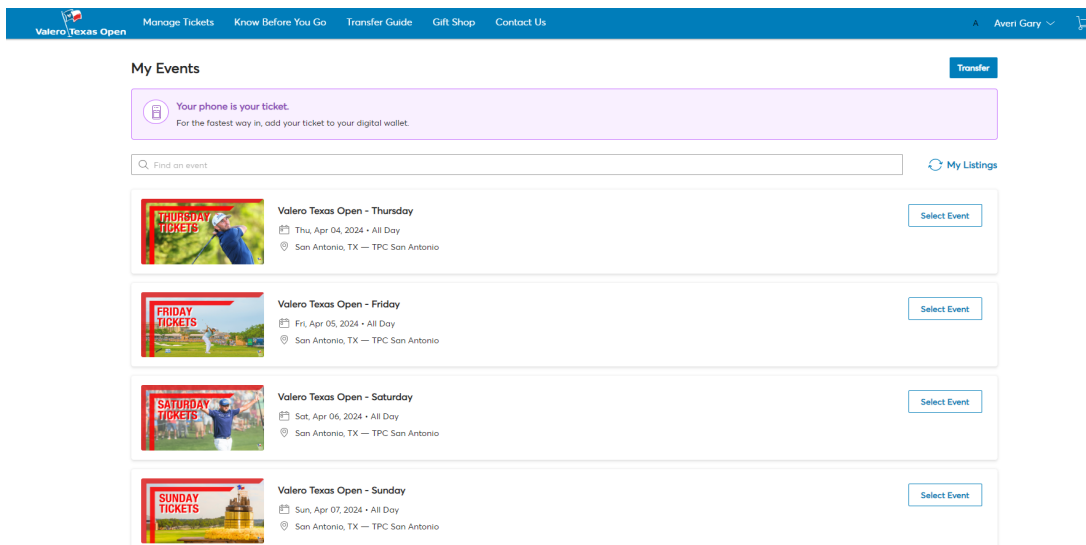
Account Manager on Computer or Mobile Device

- To begin, visit: am.ticketmaster.com/ValeroTexasOpen
- Select the "Manage Tickets" button on the left side of your screen and log in to view your ticket inventory.

**On your mobile device select the side bar at the top left corner of the page, then select "Manage Tickets"*

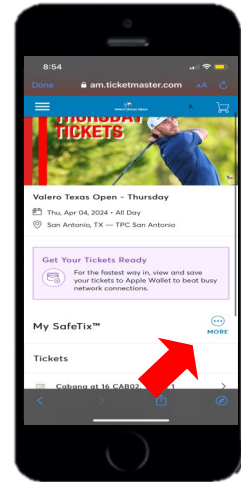
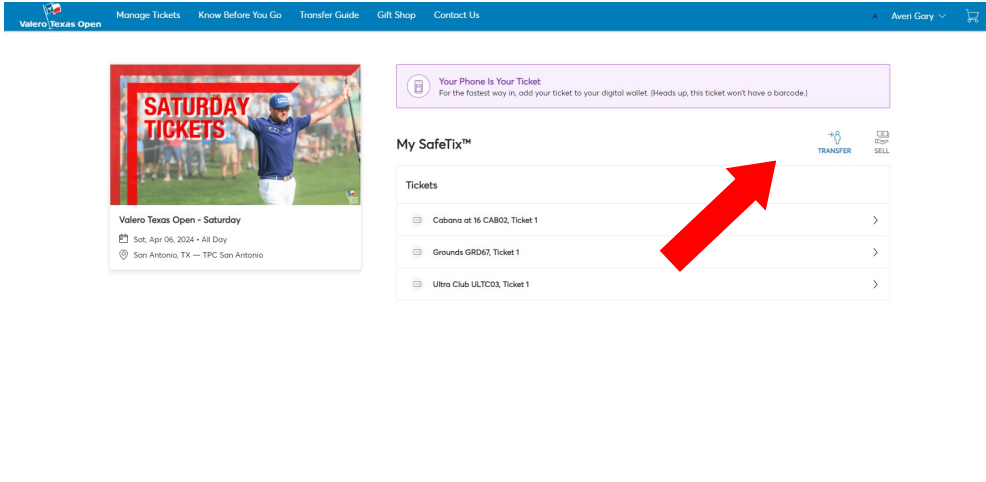


- From here you will have the ability to transfer tickets, and parking within the individual days/ events, or you can bulk transfer tickets across multiple days.

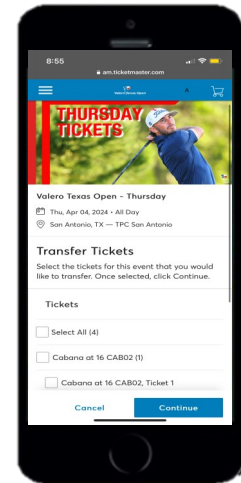
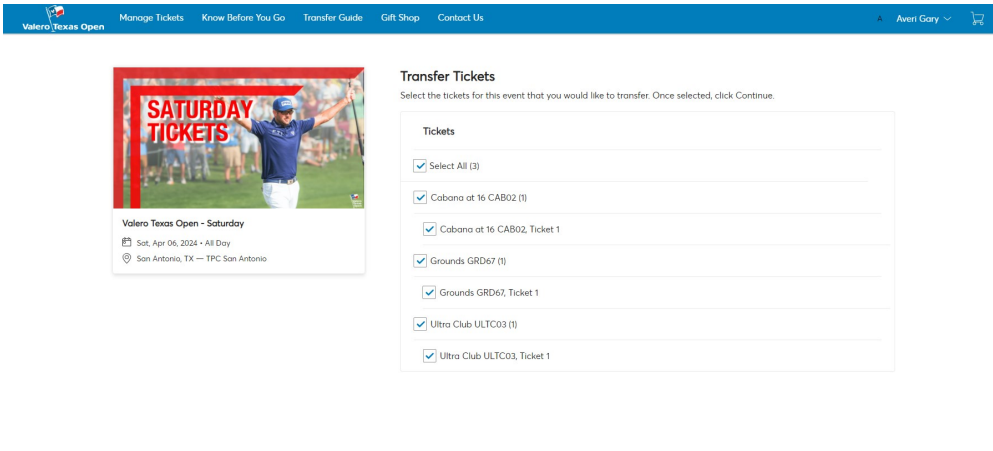


Individual Day Transfers

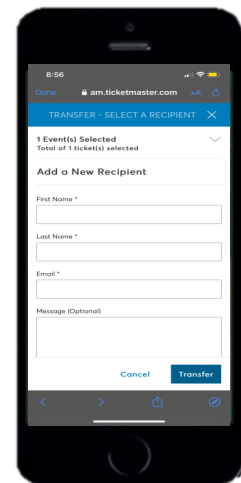
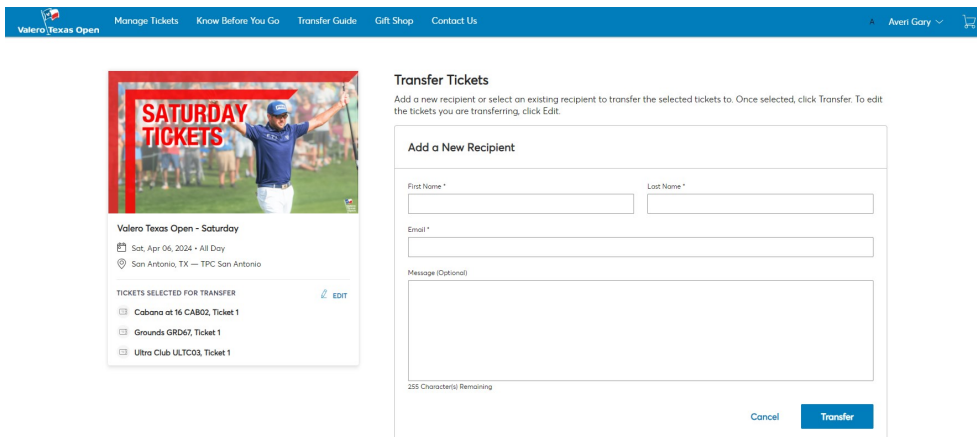
- To transfer tickets/parking for an individual day, click on the day you would like to transfer from.
- Once on the individual day's page, select "Transfer"



- Select the box(s) corresponding to the ticket numbers you would like to transfer, then select "Transfer".

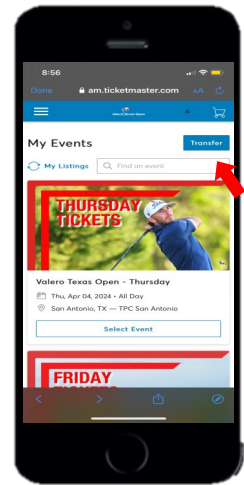
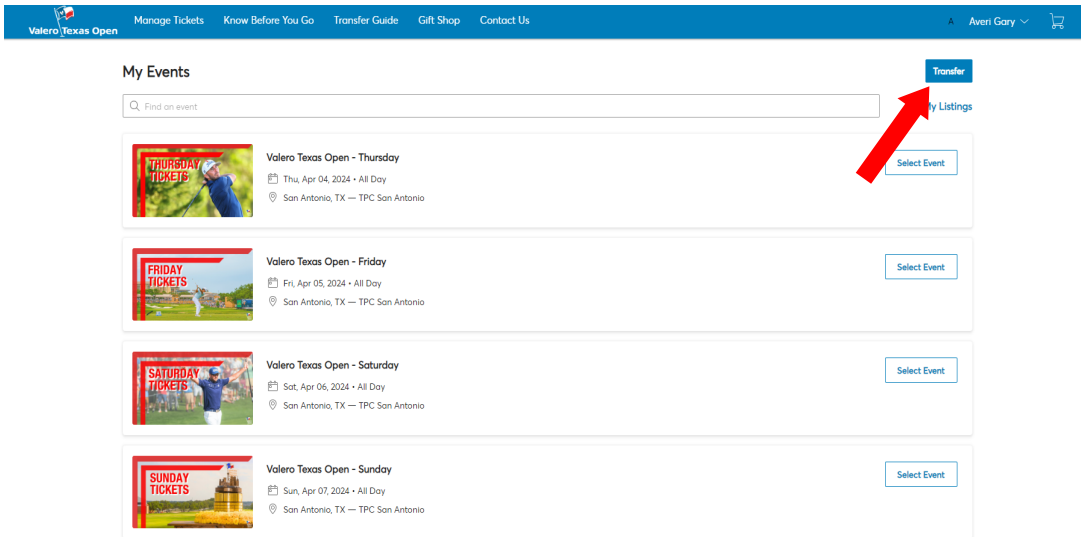


- Enter the recipient's First Name, Last Name, and Email Address and select "Transfer".

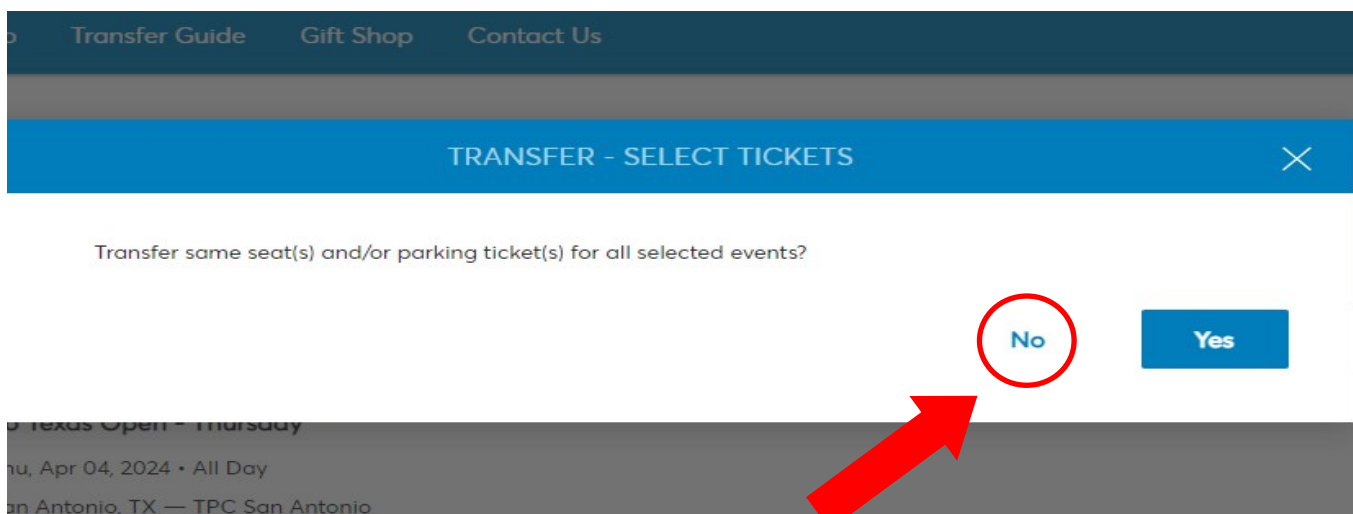


Bulk Management Transfers

- To bulk transfer tickets, select the "Transfer" button on the Manage Tickets page.
- Select "Select All" to bulk transfer tickets across all available events, or select the individual days you wish to transfer, and click "Next".

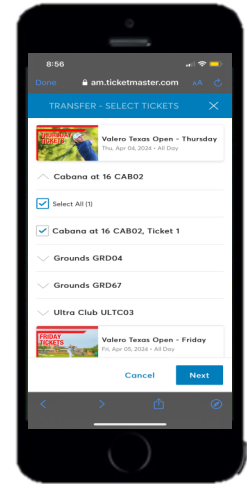
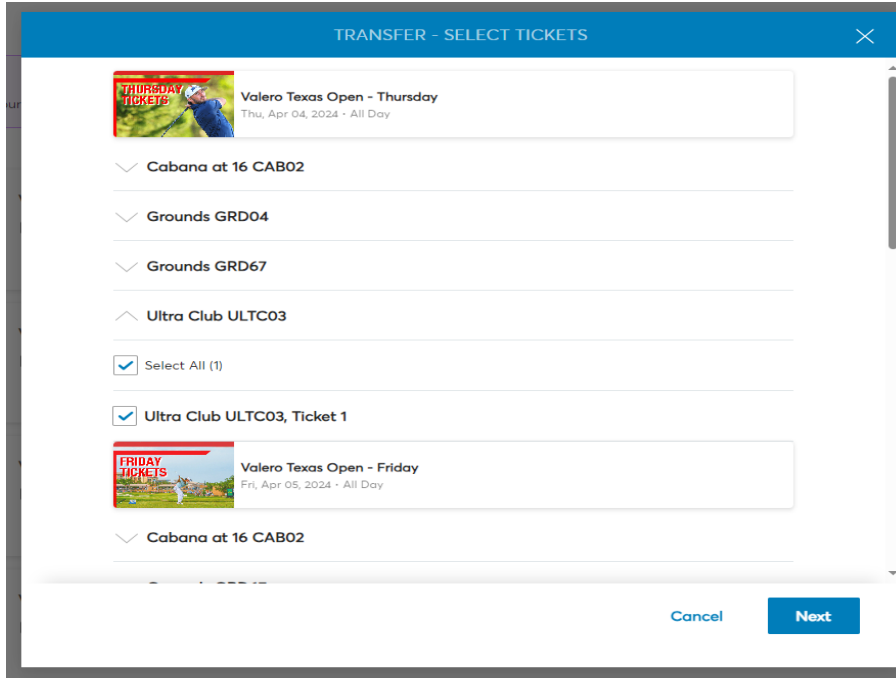


- In the pop up asking to transfer same seats across events, select "No".

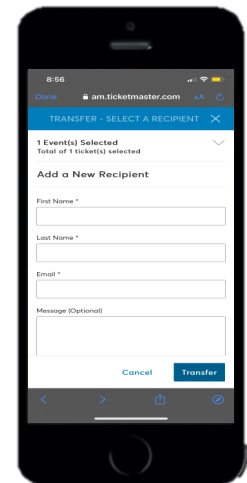
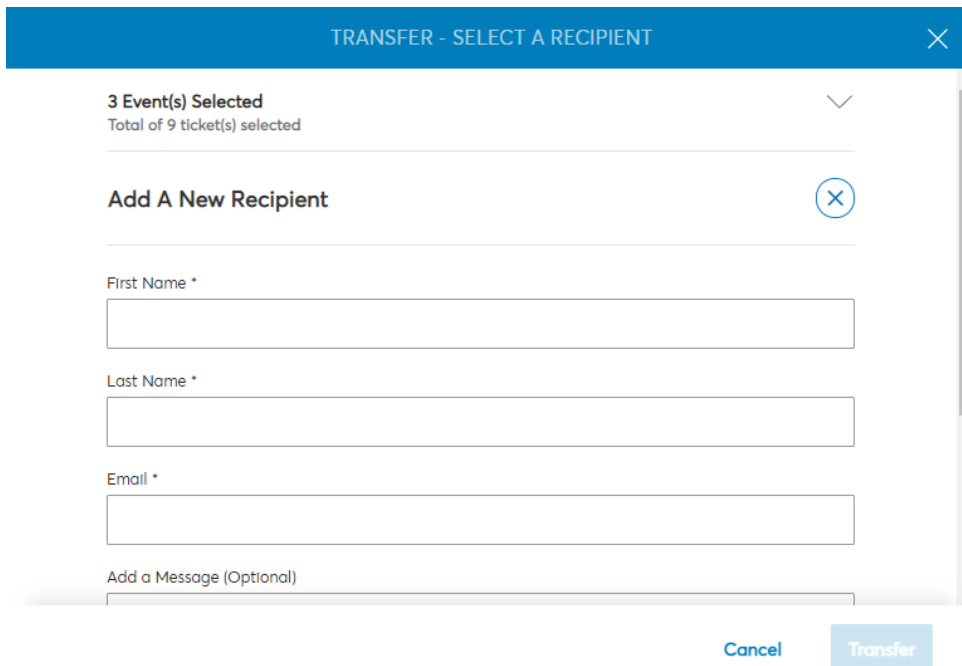


Bulk Management Transfers

- In the next pop up choose "Select All", or within each event select the boxes next to the tickets you wish to transfer, then click "Next".



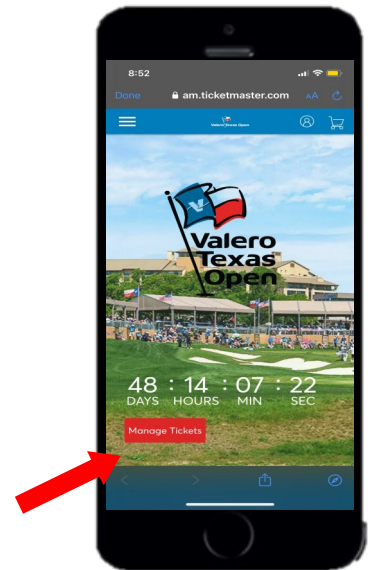
- Enter the recipient's First Name, Last Name, and Email Address then select "Transfer".



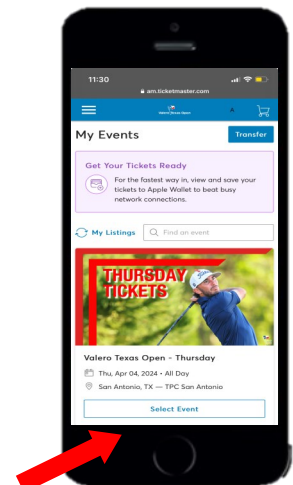
Saving Tickets to Apple Wallet

- To save tickets in you mobile wallet start by going to am.ticketmaster.com/ValeroTexasOpen

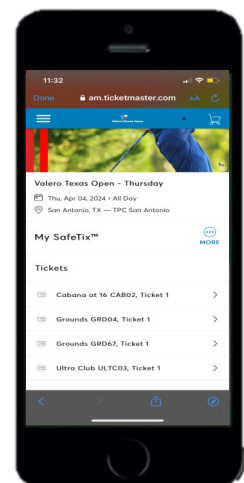
- Select "Manage Tickets"



- Select the event/day you wish to add to you mobile wallet.

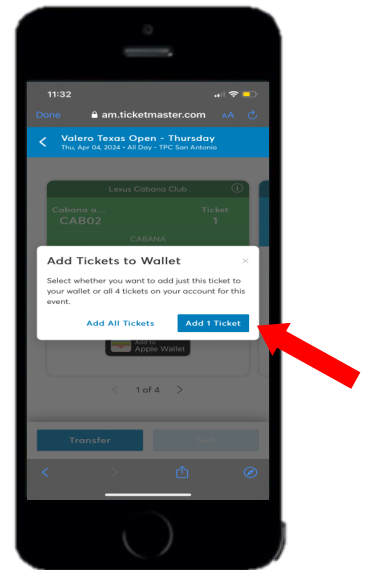


- Select the tickets you wish to add to your Mobile Wallet. (You will have to add tickets to wallet one at a time.)

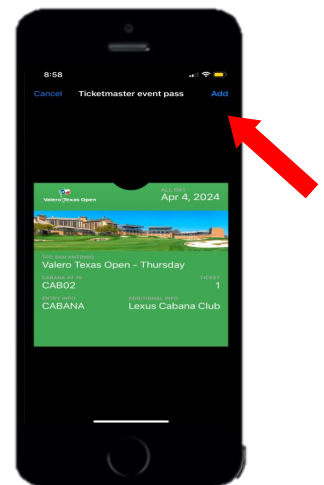


Saving Tickets to Apple Wallet

- After choosing the selected ticket, click "Add to Apple Wallet"



- You will be re-directed to you mobile wallet where you will select "Add"



- Tickets are ready to be used when you see "Hold Near Reader"

