RE-ISSUING PRINT-AT-HOME

If a patron needs a Print-at-home ticket re-issued, they can easily do this by logging into their account!

Print-at-home Re-issue Steps:

- 1. <u>Click here</u> to access your ticketing account and sign in.
- 2. Screen will show as below: Patron should click Re-issue Print at Home Tickets/Items

Civic Center FLORIDA STATE UNIVERSITY	BUY S Tickets c	EATING CONTACT Harts US	MY Account	SIGN OUT	
Welcome Erin Kelsh!				anage My Account	
My Account					
My Account	🕑 Edit Informatio	n 🛷 Manage My Tic	kate		
Name Erin Kelsh Account Number: 460015667		Re-issue Prin	t at Home Tickets/Ite	ems	
Billing Address: 2750 Old St.	Billing Address: 2750 Old St. Augustine Rd		View My Fromotions		
Tallahassee, F	FL 32301	% Link This Em	ail Address to a diffe	rent Account	
	Phone: 8504871691				
Phone: 8504871691	53	This will DISAB	LE your current online	account	
Phone: 8504871691	N	This will DISAB Requires Accor	LE your current online	account account you wish to link	

3. Following warning will pop up:

Please only use the Print at Home Re-issue feature if:	— *
 You have lost or misplaced your Print at Home tickets It has been at least 45 minutes since you purchased Print at Hom tickets or had Print at Home tickets transferred to you and you h not received them 	ne ave dit
Note: Each time you re-issue tickets the barcodes on the previously issued tickets are cancelled and will not be valid for entry. Only the barcodes on the latest re-issued tickets will be valid for entry.	ліс
CONTINUE	

Patron should click continue. If they have print at home tickets to re-issue, they will list on the page.