

Friends & Family Network



How to manage tickets for someone in your Friends & Family Network

Manage

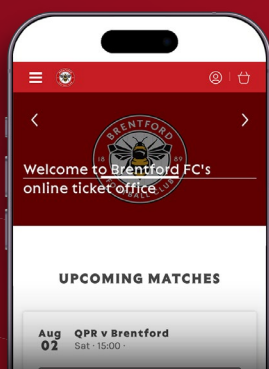
I can **manage tickets** for my Friends & Family network

- Allows you to access their tickets in your own digital ticketing hub and sell, forward or upgrade their ticket if needed
- Recommended for junior accounts or for Friends & Family Network members who don't have a smartphone

Assign

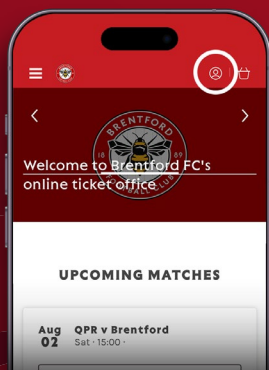
I can **buy tickets** for my Friends & Family member

- Allows you to purchase tickets on their behalf during the sales period



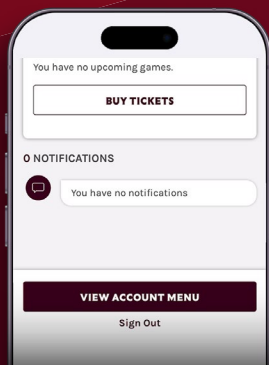
1

Log in to your Brentford FC ticketing account online at www.eticketing.co.uk/brentfordfc



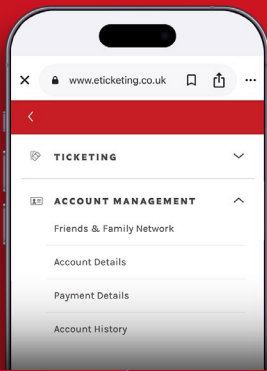
2

Click the **profile icon** in the top right corner



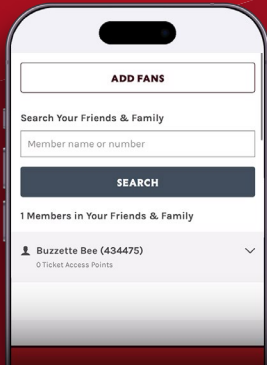
3

Select '**View Account Menu**' at the bottom right of the screen



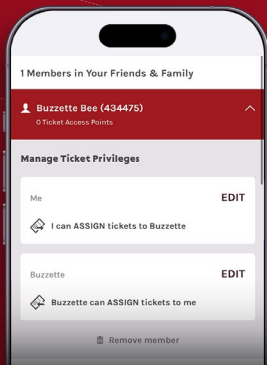
4

Go to the **'Account Management'** tab and select **'Friends & Family Network'**



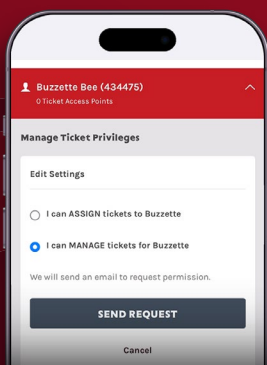
5

On the Friends & Family Network page, click the **drop-down arrow** next to the name of the person you'd like to manage



6

Under **'Manage Ticket Privileges'**, click **'Edit'** next to "I can ASSIGN tickets to (NAME)"



7

Tick the box for "I can MANAGE tickets for (NAME)", then click **'Send Request'**

An email will be sent to your Friends & Family network member.

They will need to:

1

Log in to their account

2

Go to the Friends & Family Network page

3

Select your name

4

Tick “(YOUR NAME) can MANAGE tickets for me” to complete the process
