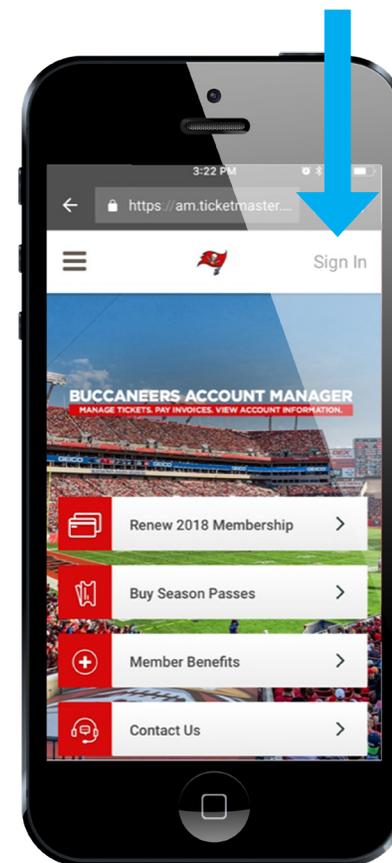
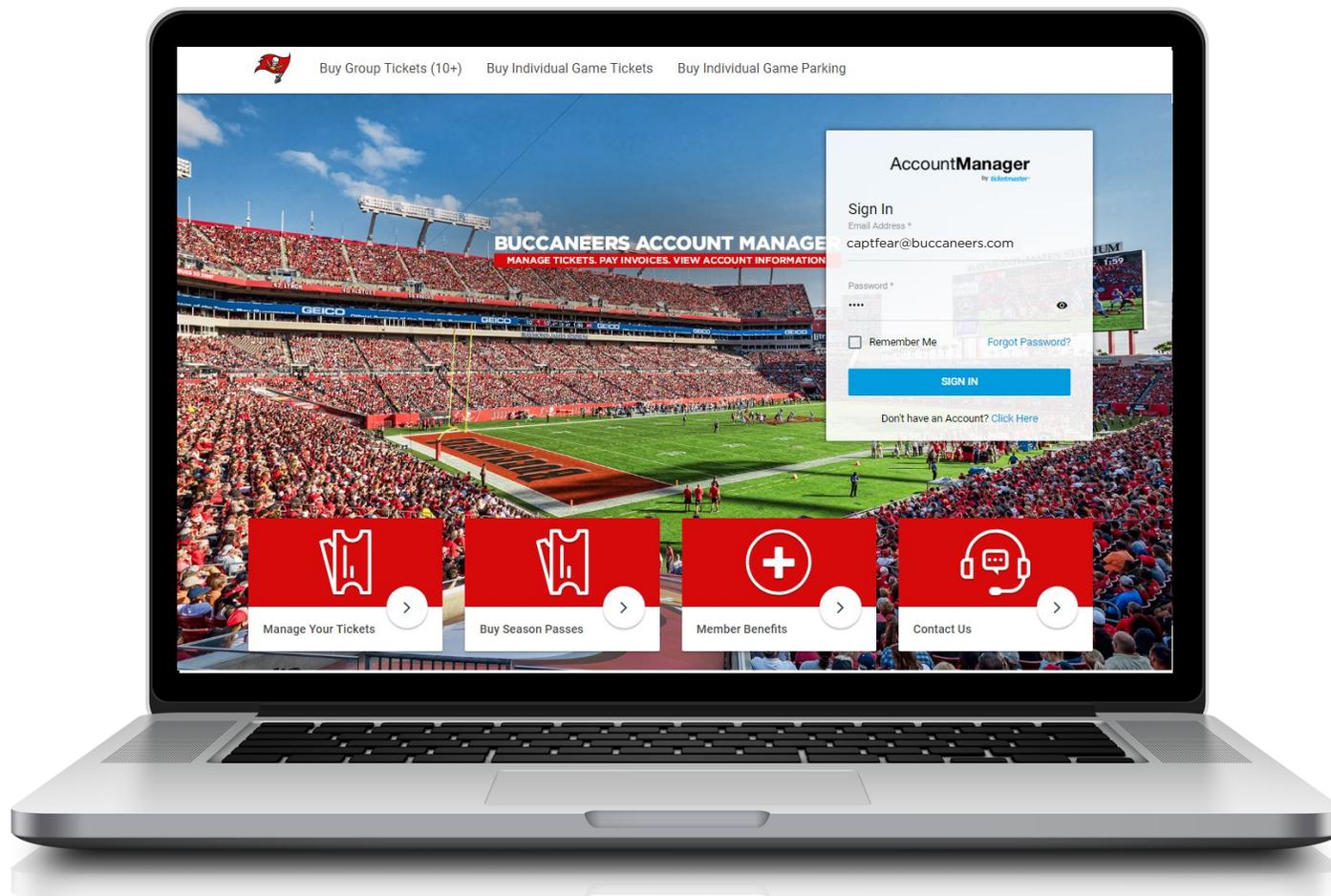




# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

## SEND YOUR TICKETS VIA DESKTOP AND MOBILE BROWSER



**ACCESSING YOUR TICKETS** - Tickets can be managed and viewed only by using the mobile browser on your smartphone or the Buccaneers Official App. Tickets can be managed on a desktop but cannot be viewed.

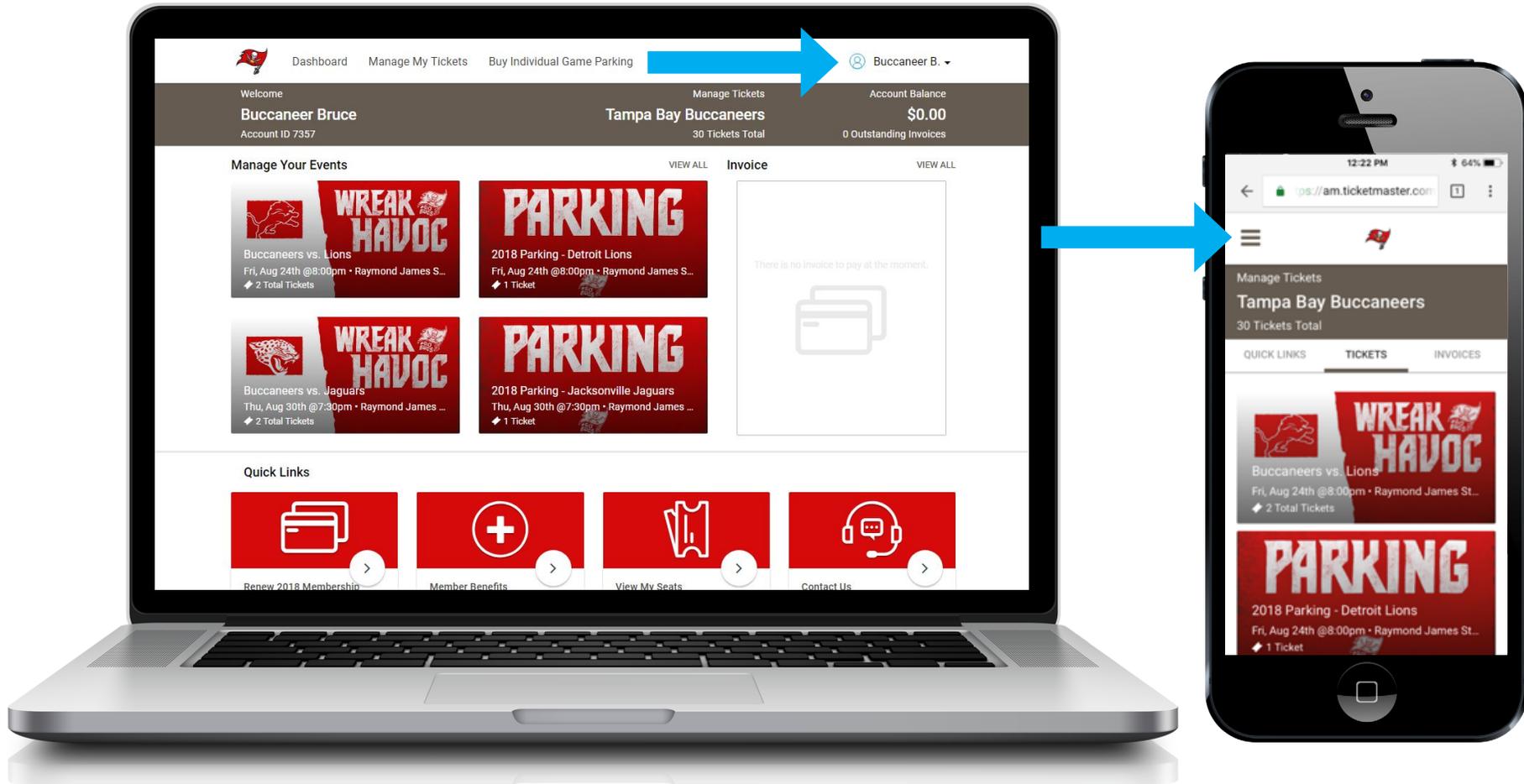
- Log in using the email address and password combination associated with your Buccaneers account.
- If you are unsure if you have an account already, use the **“Forgot Password?”** link.

**ACCOUNT MANAGER HOMEPAGE** – [am.ticketmaster.com/bucs](https://am.ticketmaster.com/bucs)



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

**SEND YOUR TICKETS  
VIA DESKTOP AND MOBILE BROWSER**



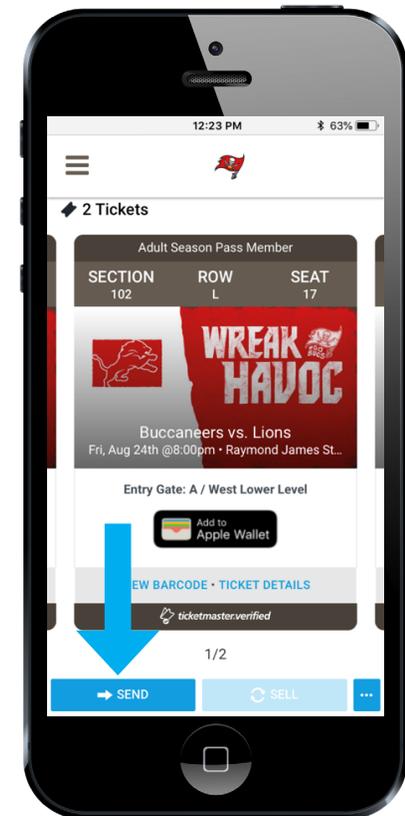
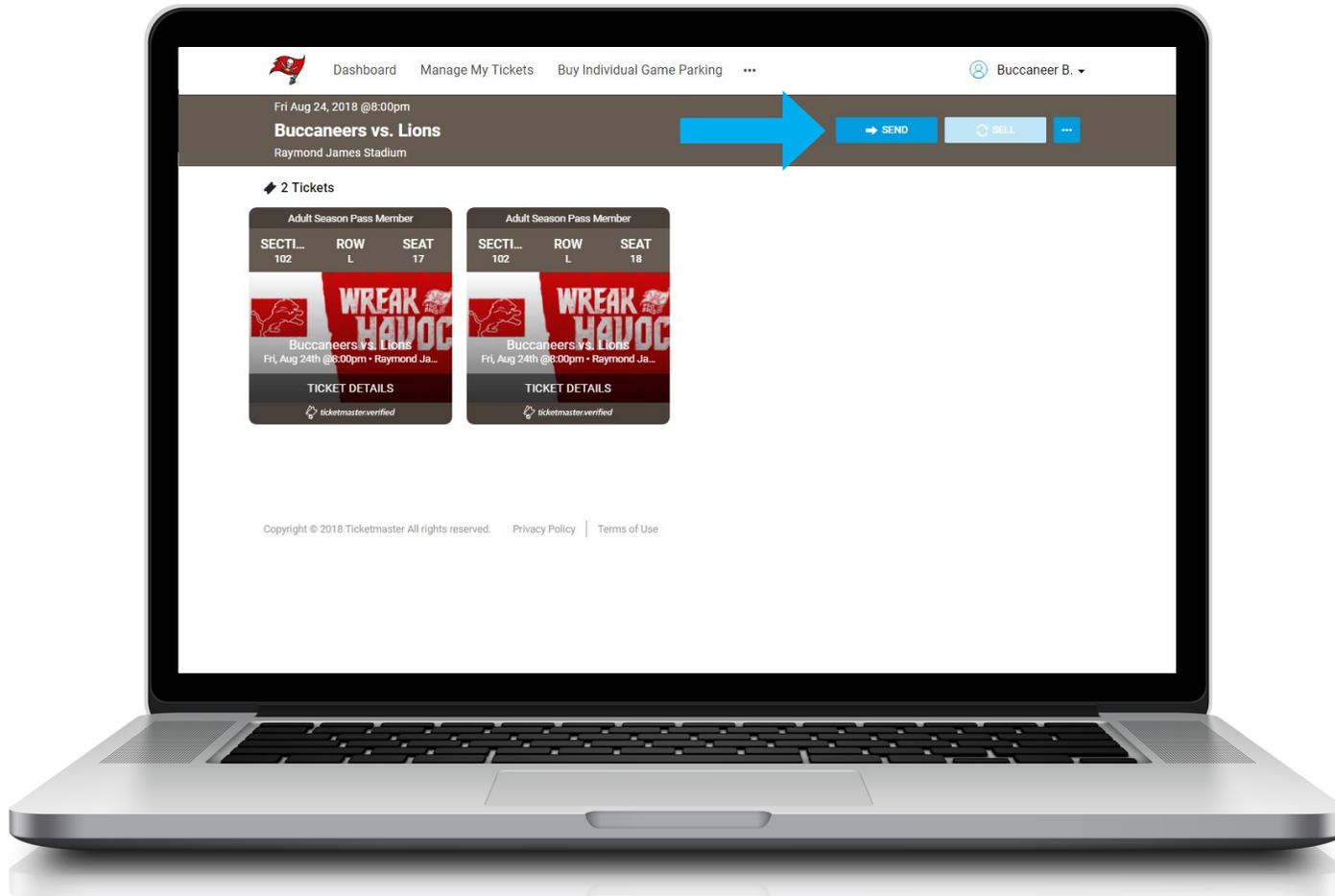
**MANAGING YOUR TICKETS** - The Dashboard will show your upcoming events, the **“Manage My Tickets”** link will show all of your events.

Account settings can also be updated from the Dashboard by accessing the **“Settings Menu”** located in the top right corner on desktop and the top left corner on mobile.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

## SEND YOUR TICKETS VIA DESKTOP AND MOBILE BROWSER



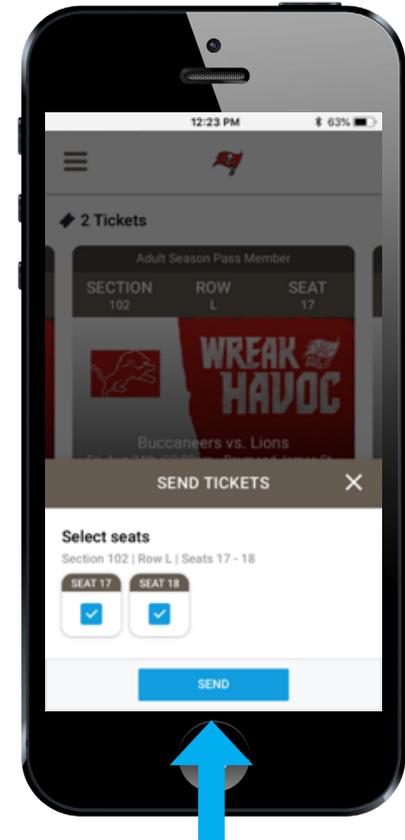
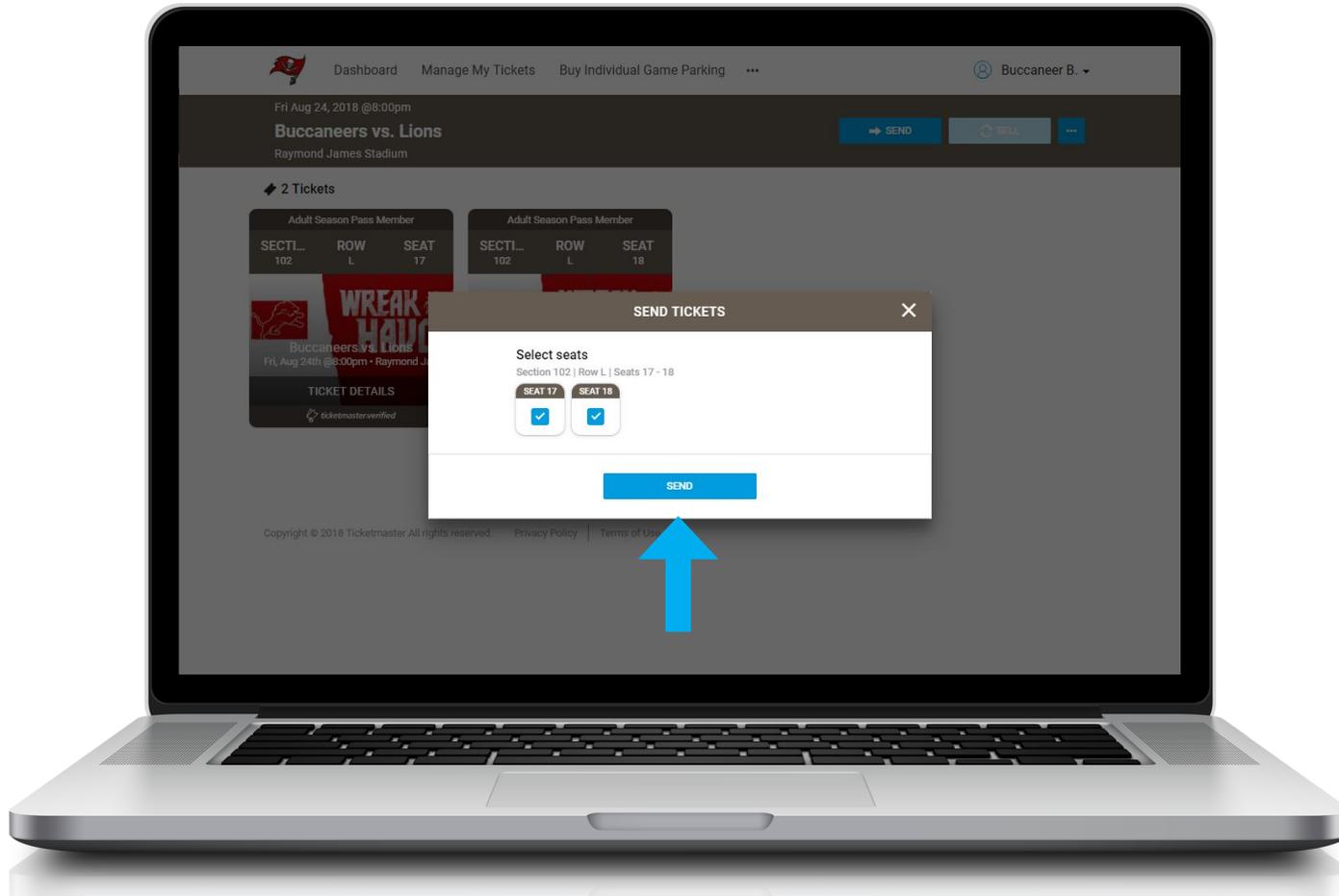
**SENDING TICKETS** - Once you have selected an event, all of your tickets for that event will appear. Tickets will display as “available”, “pending transfer” or “transferred.”

- Use the “**Send**” button to select the tickets you would like to send.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

**SEND YOUR TICKETS**  
VIA DESKTOP AND MOBILE BROWSER



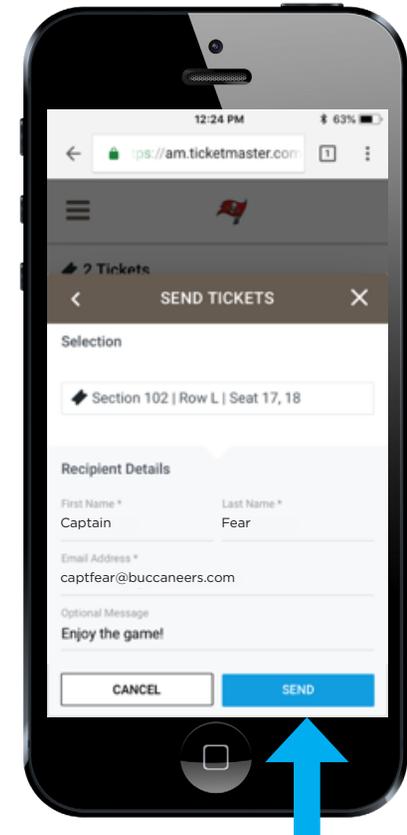
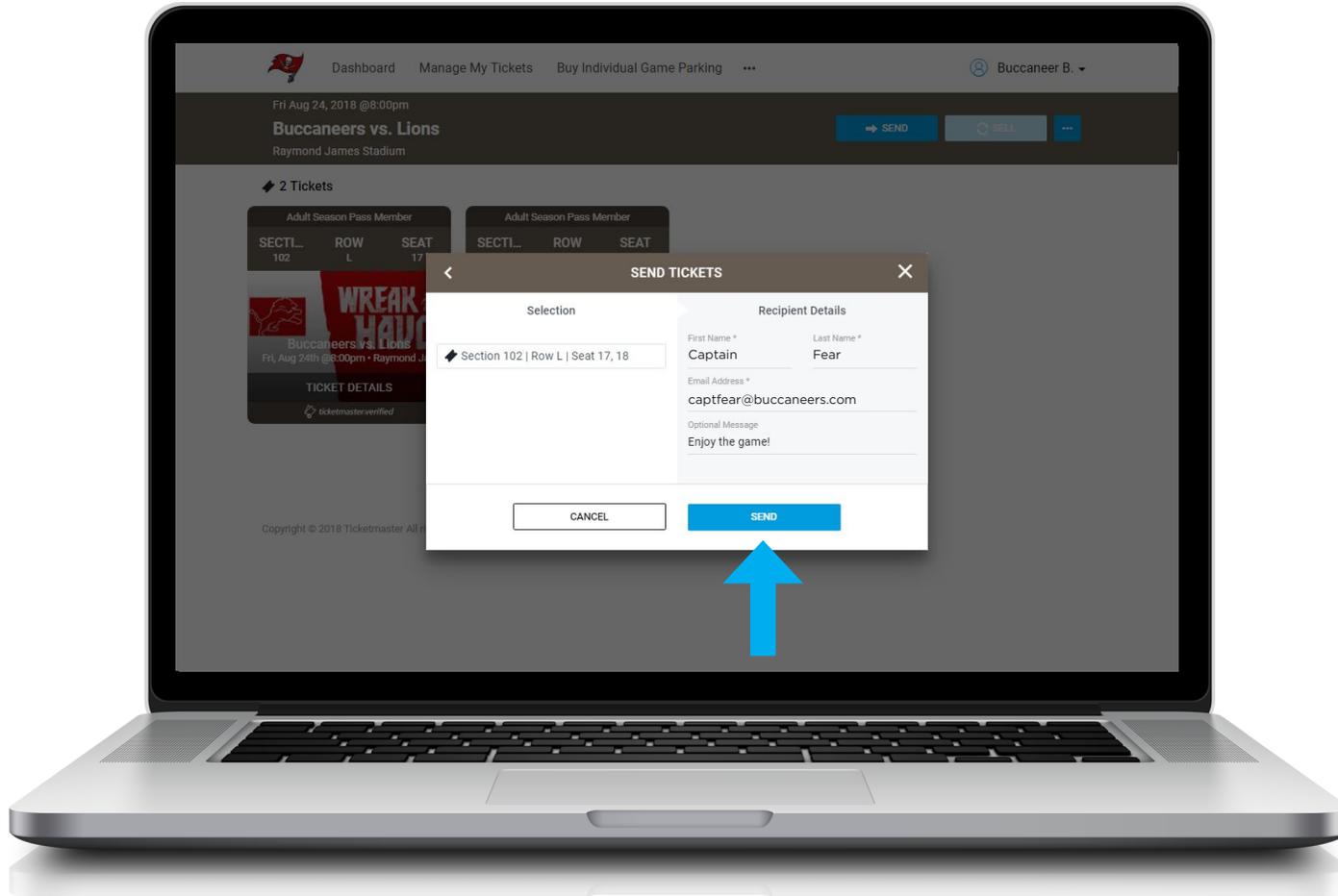
**SELECT SEATS** - Select which seats you would like to send from the list provided.

- Once you have selected a seat, a blue and white checkbox will appear.
- Use the **“Send”** button to enter the recipient information.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

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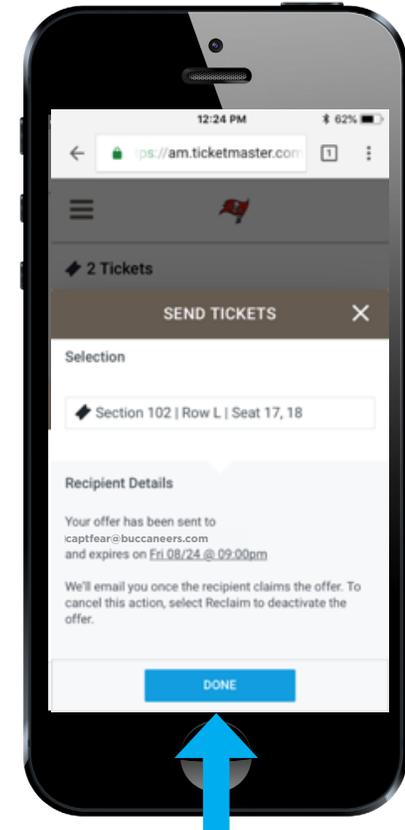
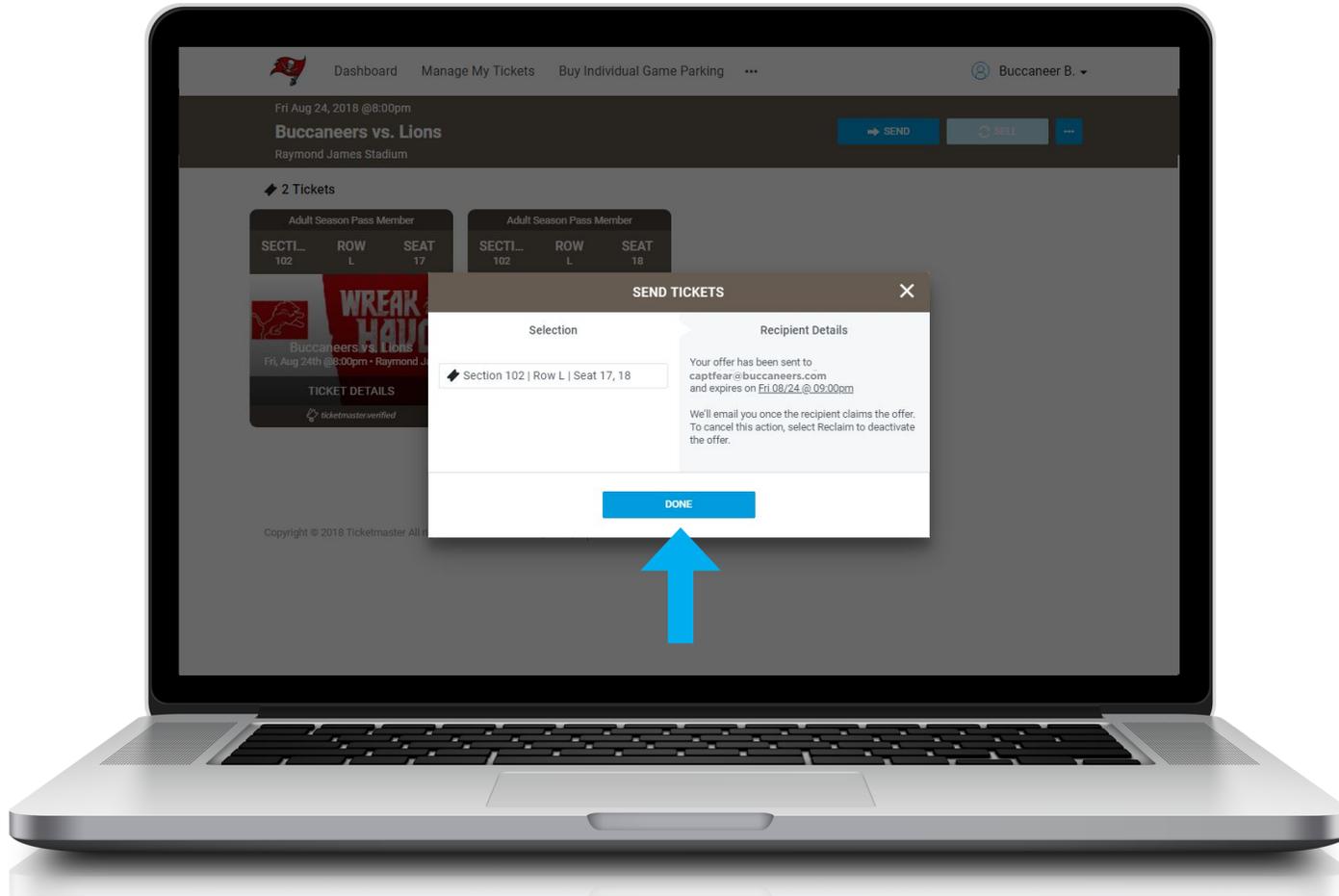


**ENTER RECIPIENT DETAILS** - To send tickets, a first name, last name and valid email are required. You may also include an optional message that will appear in the transfer email to the recipient.



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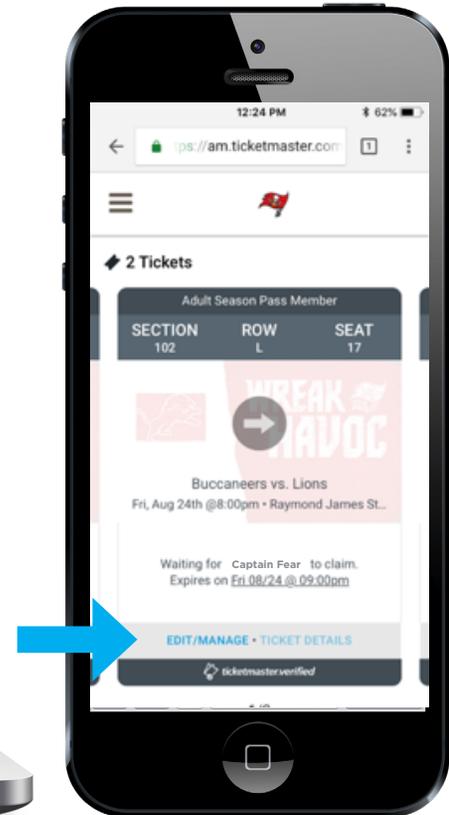
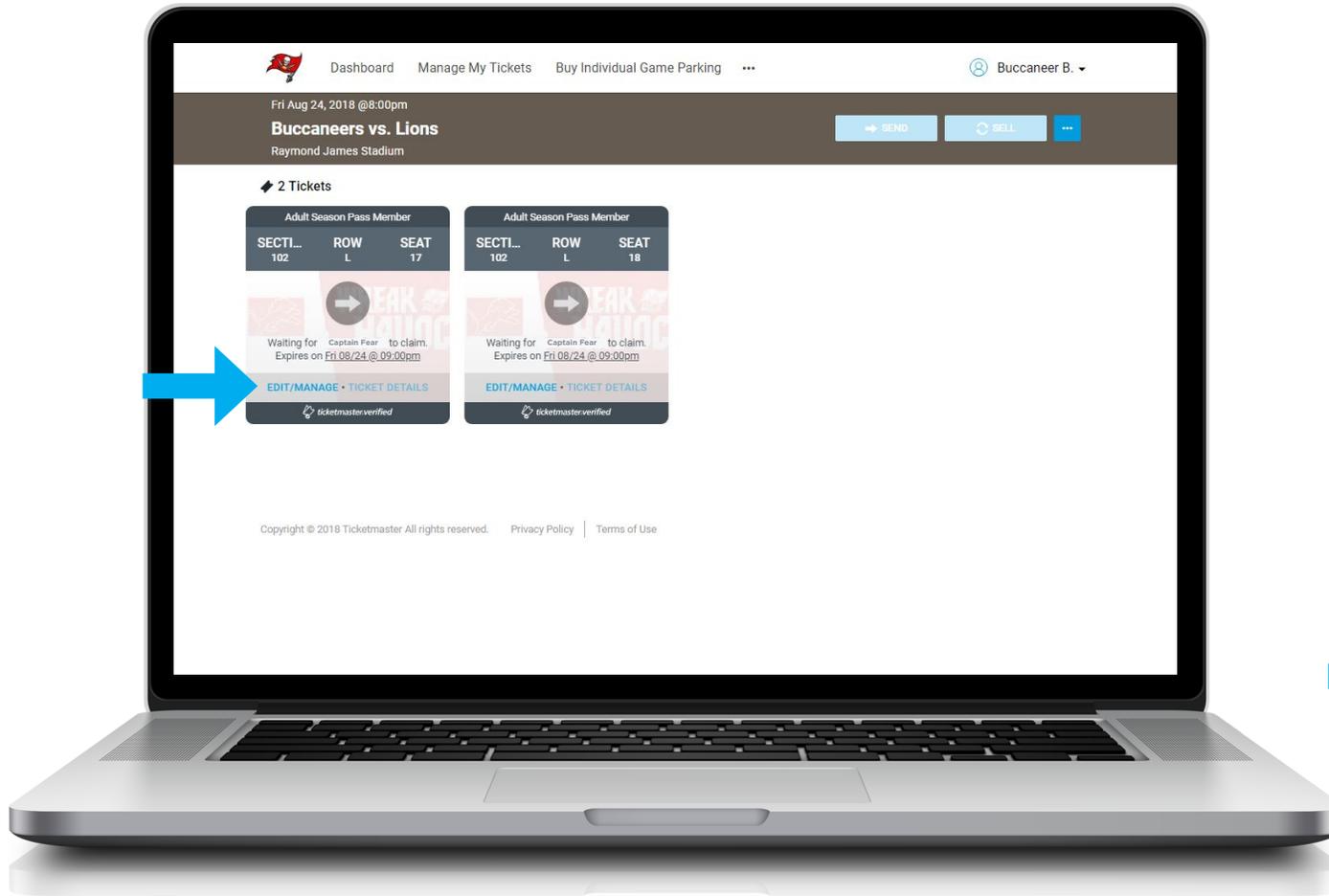


**TRANSFER OFFER CONFIRMATION** - After you have entered the recipient details and clicked **“Send”**, a confirmation will appear showing you the email address you sent the invite to and when the invite will expire.



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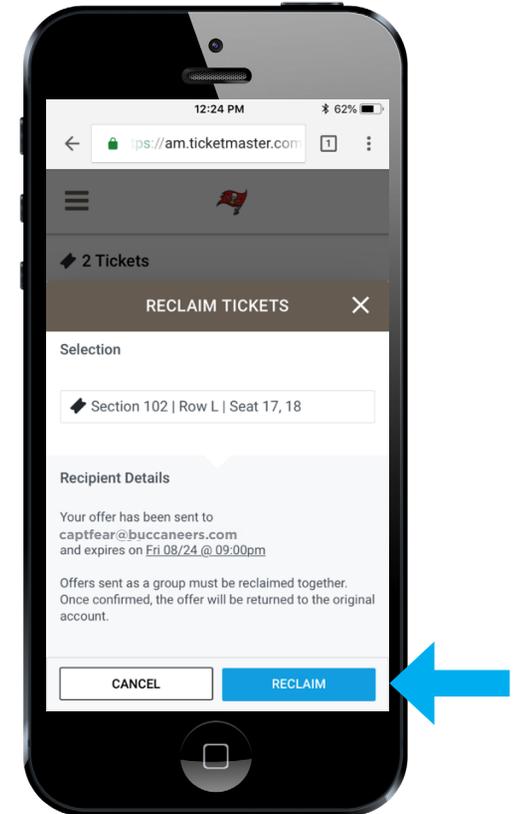
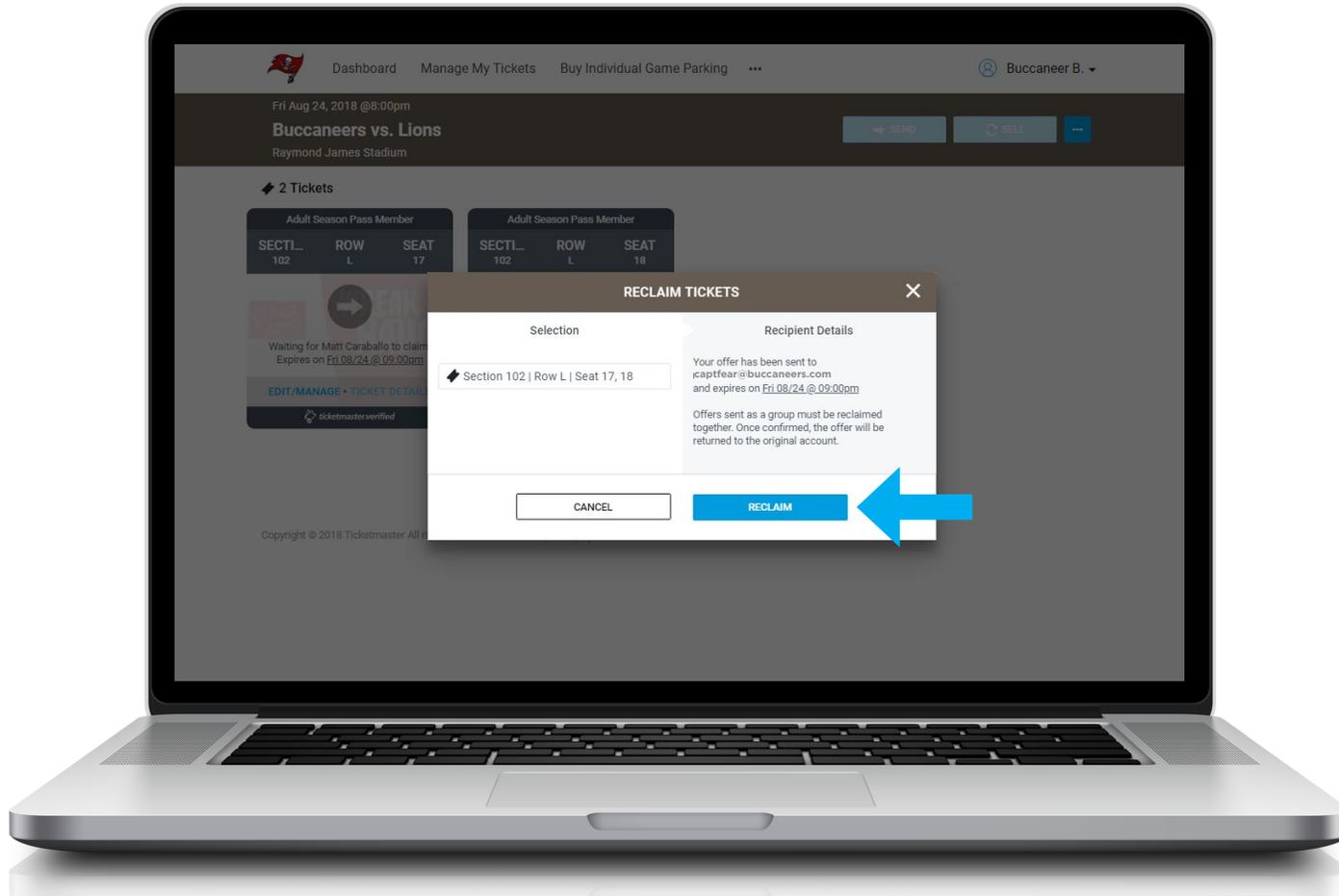
**PENDING TRANSFER** - Transfer invites that have been sent but not yet accepted, will show as a pending status on the event. Transfer invites may be reclaimed at any time before the recipient accepts the invite and claims the ticket.

- Use the **“Edit/Manage”** link to reclaim a pending transfer offer.
- A recipient can always transfer tickets back to the original sender using the same process.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

## SEND YOUR TICKETS VIA DESKTOP AND MOBILE BROWSER

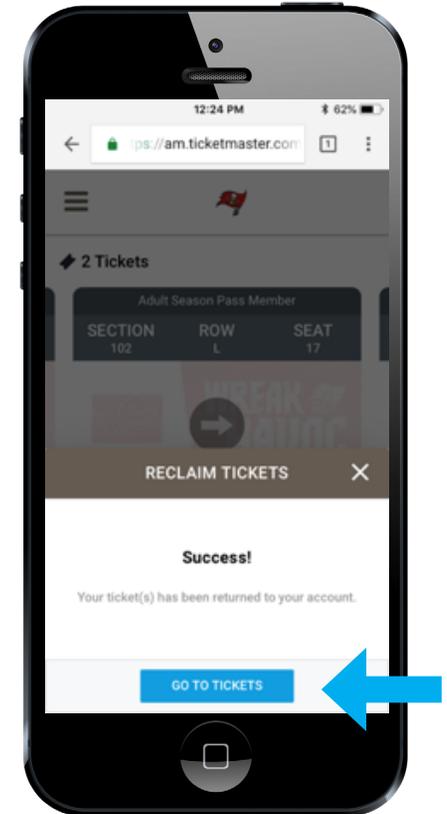
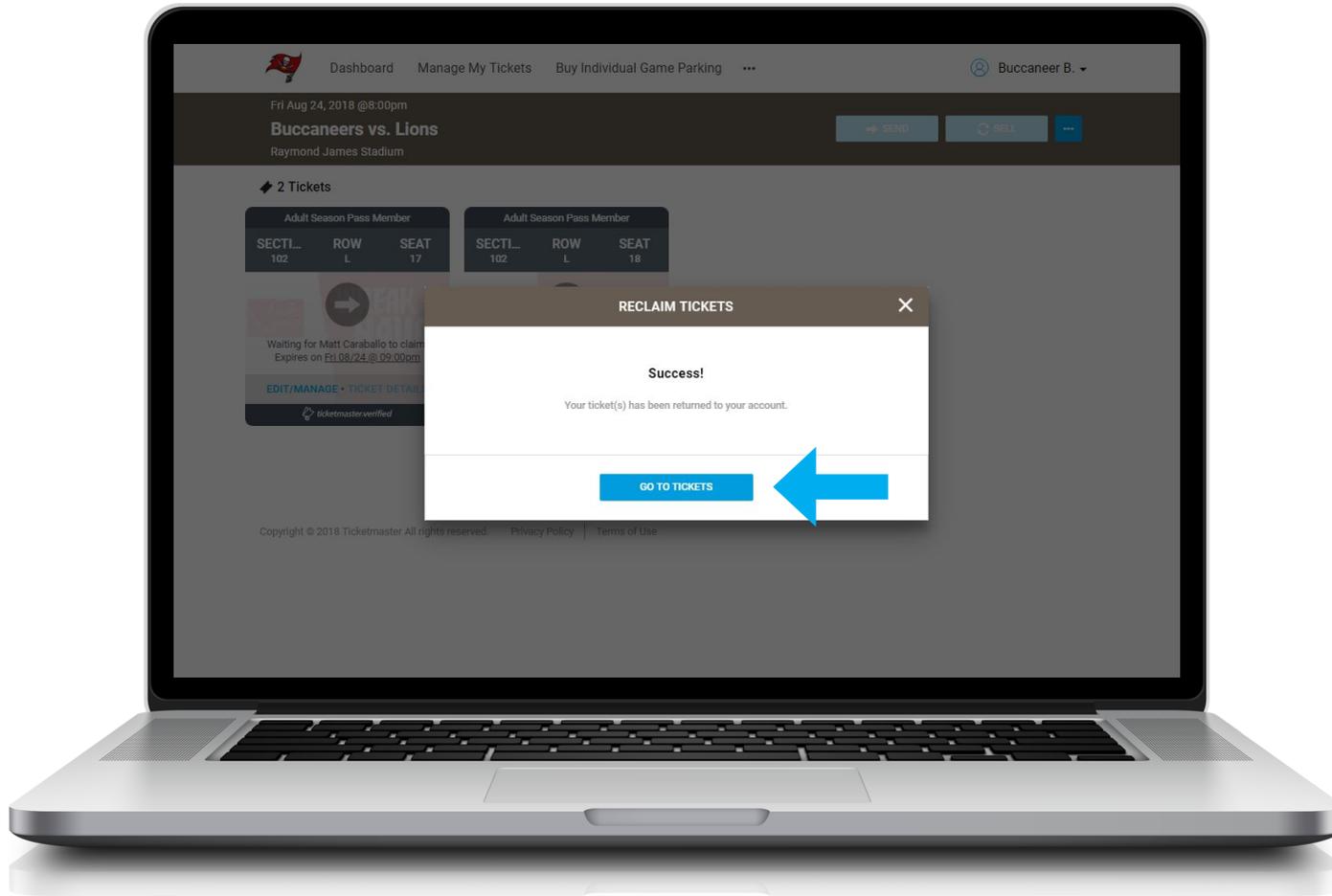


**RECLAIM A TRANSFER INVITE** - Transfer invites that have been sent but not yet accepted can be reclaimed. Once tickets have been claimed by the recipient, they no longer exist on the sender's account.



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**SEND YOUR TICKETS**  
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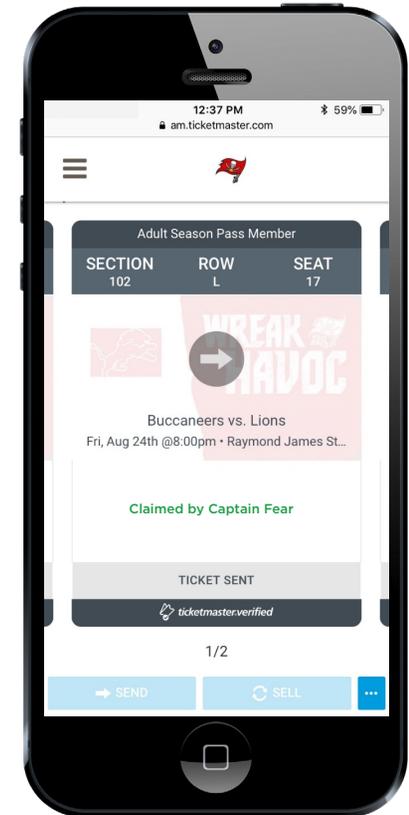
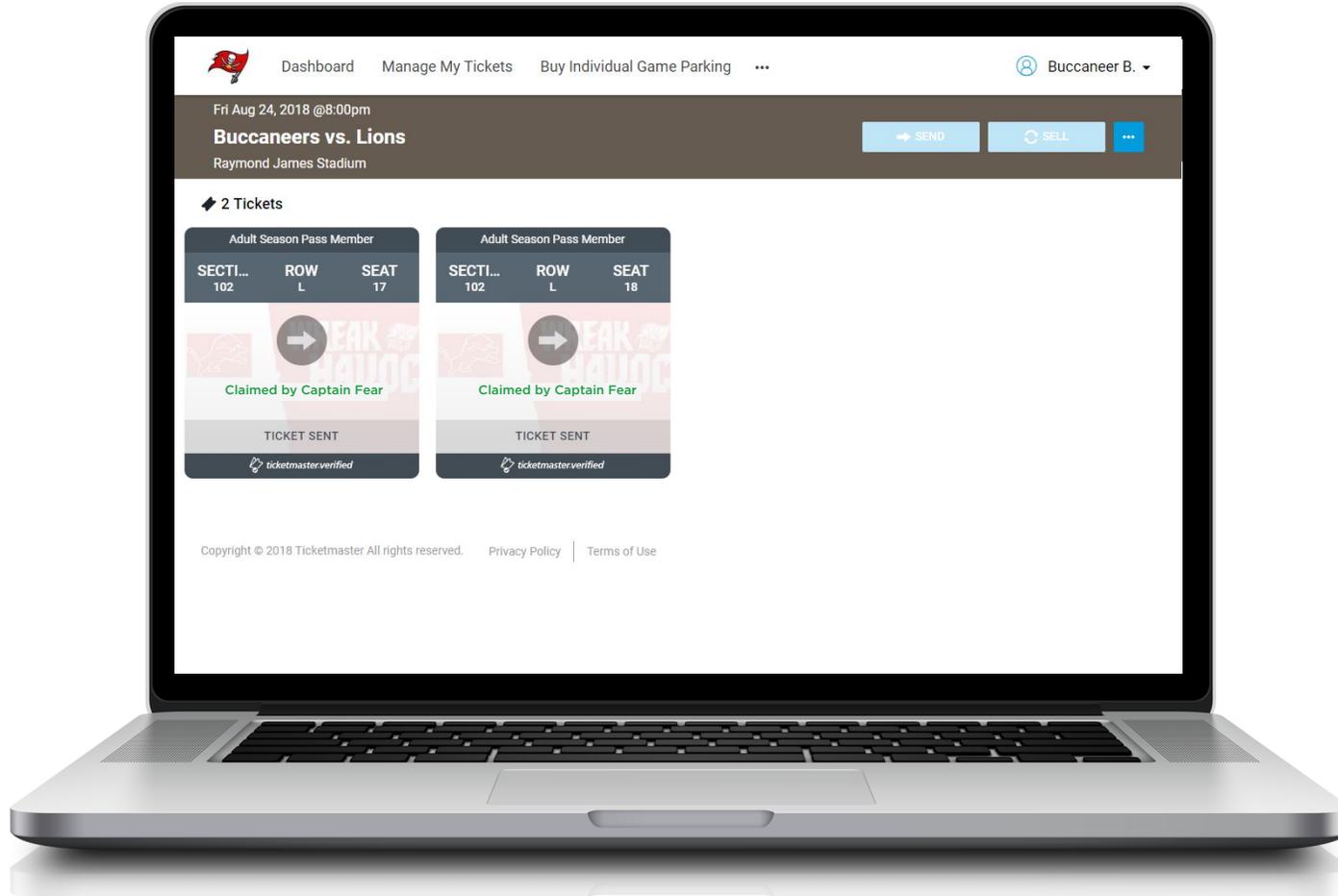


**RECLAIM CONFIRMATION** - Once you have successfully reclaimed a transfer invite, a confirmation will appear.



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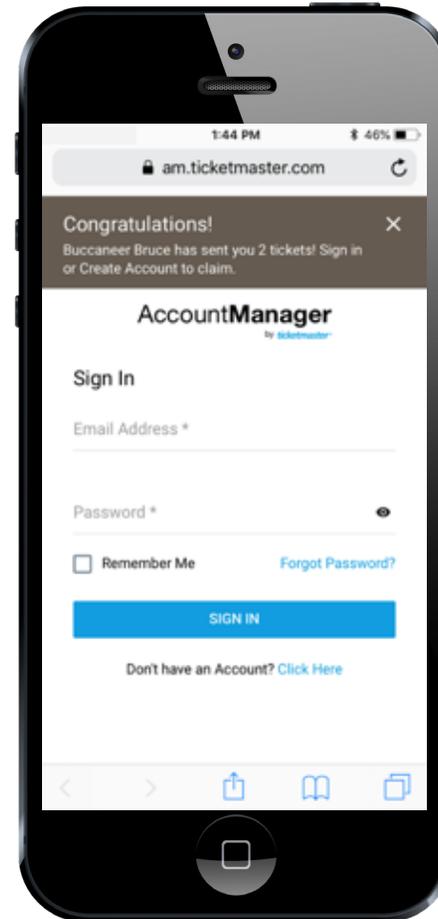
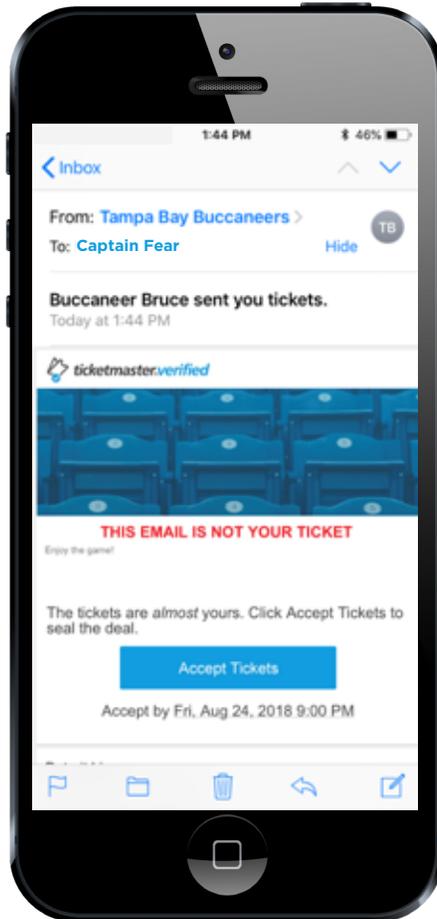
**SUCCESSFUL TRANSFER** - Once a ticket invite has been successfully accepted, the status of that ticket will show as claimed by the recipient.

- If someone is unable to pull up the tickets on gameday, having them accept and claim the tickets will allow the stadium box office to release the seats to that individual (with positive ID) on gameday.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

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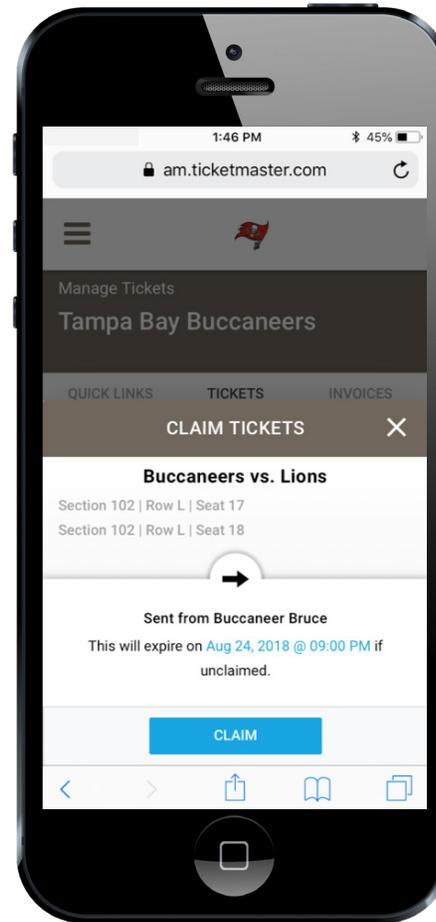
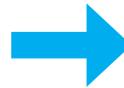
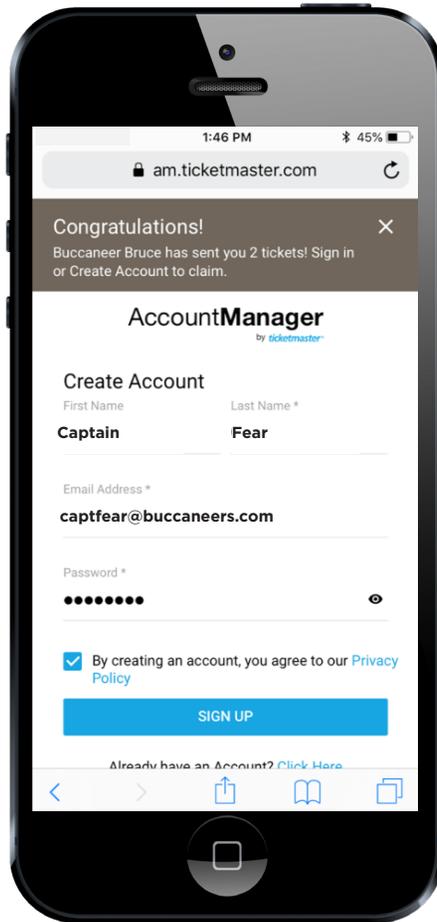
**ACCEPTING A TRANSFER INVITE** - Once a transfer invite has been initiated by the sender, the recipient will receive an email asking them to accept the tickets.

- The recipient will click the **"Accept Tickets"** button in the email and then be forwarded to the Account Manager Sign-In page.
- If the recipient is unsure if they already have an account, have them use the **"Forgot Password?"** link to verify if their email is in the database.
- If the recipient does not already have an account, have them use the **"Don't have an Account? Click Here"** link.



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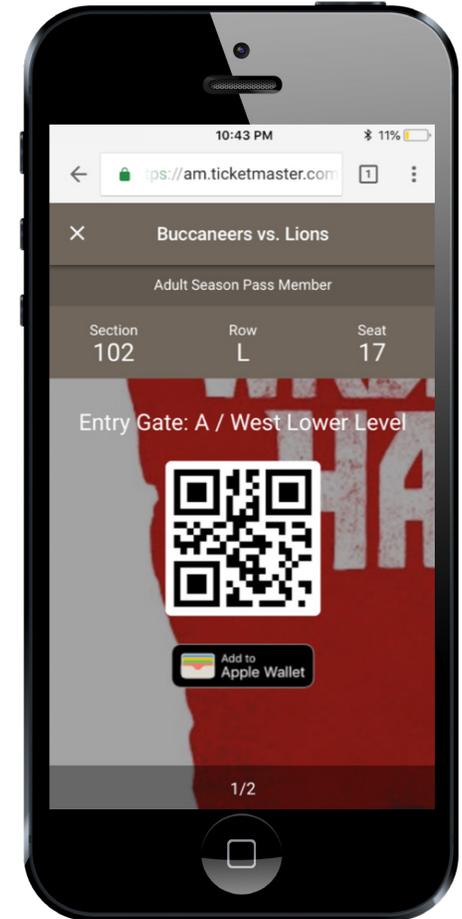
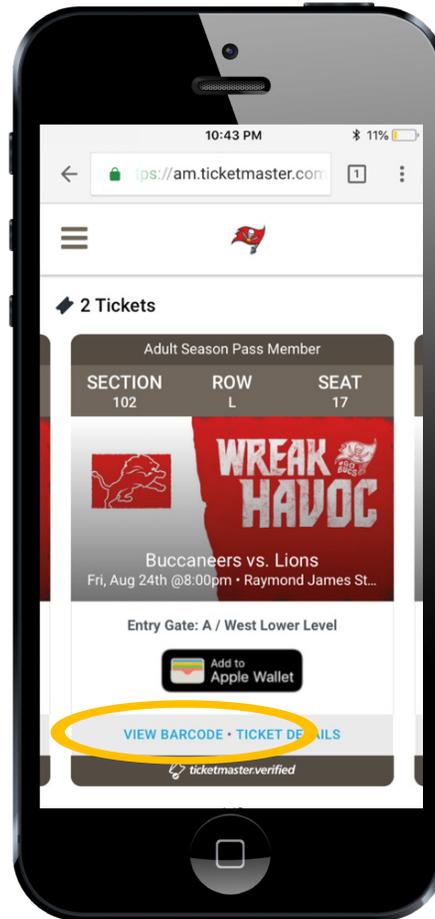
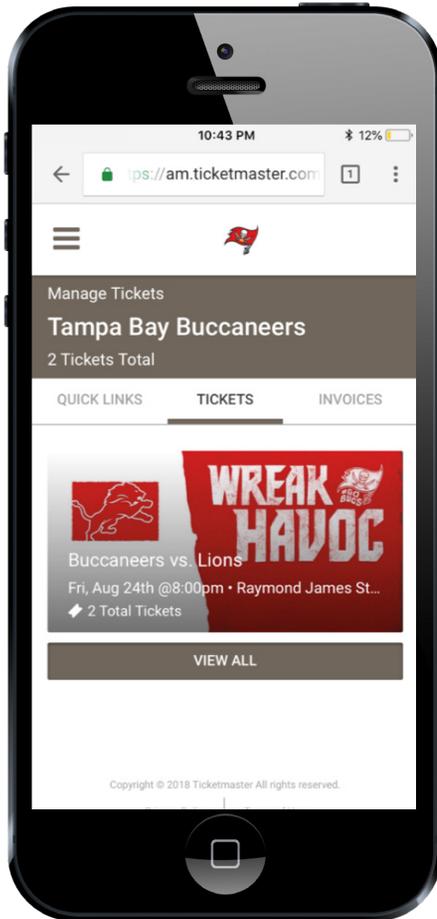
**CREATING A NEW ACCOUNT** - If the recipient needs to create a new account, they will be prompted to enter their first name, last name and the original email address the transfer invite was sent to.

- The recipient will enter their information, check the Privacy Policy box and click **“Sign Up.”**
- Once signed in/up, the recipient will be prompted to complete the transfer using the **“Claim”** button.



# TAMPA BAY BUCCANEERS ACCOUNT MANAGER GUIDE

## SEND YOUR TICKETS VIA DESKTOP AND MOBILE BROWSER



**VIEW BARCODE** - On gameday the ticket holder will need to present their mobile barcode at the gate for entry.  
**NO PRINT-AT-HOME TICKETS WILL BE ACCEPTED AT THE GATES.**

- Select the event for the tickets you wish to scan.
- Click the **“View Barcode”** link to render the QR code for that ticket.
- If using an iPhone, tickets can also be added to Apple Wallet for further convenience.