

EFL LEAGUE 2 PLAY-OFF FINAL

31st May 2021

Information for supporters on how to use Ticketmaster

Season Ticket Holders/ iFollow Subscribers – Log in/Activate your account

Before you log in, you must activate your account. You can do this by:

1. [Clicking Here](#)
2. Enter your account number* and email address
3. Click 'find my account'
4. Enter a new password in the box at the top of the form
5. Check the details in the form are correct and then click 'Save details'
6. You will then be able to login in using your email address and password

*You should have received your account number via email.

New supporters - Registering a new account

1. [Click Here](#)
2. Add your details where requested
3. Click 'complete registration'
4. You will then be able to login in future using your account number and password
5. Your supporter number will be shown in the top right corner next to your name and you will receive a confirmation email to confirm registration

Add friends and family to my network

Add friends and family to your network so you can purchase tickets on their behalf

1. Once logged in, click on your name in top right corner of screen
2. On your account screen, click 'My Network' on the right hand side
3. Click 'Search for existing users' - you will need to know the supporters account number and surname to add them to your network
4. This will bring up a name and email address. Click 'SELECT' to add to your network
5. You will be able to assign tickets in your basket to your network
6. Alternatively if the supporter you wish to add isn't registered with Morecambe Football Club click 'Register a new user' and add the relevant details for the new supporter
7. Click 'Complete Registration' to finish registering the new supporter and add them to your network
8. Return to your account page by clicking your name in the top right hand corner

Buying tickets

When buying tickets for other supporters you will be required to re-assign tickets to the attendees. To buy tickets follow the instructions below:

1. Either select an option from the navigation bar towards the top of the page or follow one of the quick links from the home page – please be aware some events may have purchasing restrictions that you will only be able to buy if you meet certain criteria, if you cannot purchase please make sure you are logged in and meet the criteria before trying again. On sale information and criteria can be found on <https://www.morecambefc.com//>.
2. Selected the event you would like to purchase:
3. Once you have selected the tickets you wish to purchase add them to your basket
4. If you wish to add more items to your basket you can click the “Continue Shopping” link to go back and select more items

Please note – once tickets are added to your basket you have **30 minutes** to complete the transaction before the seats are released. A timer will appear on the site.

Basket/Assigning tickets for friends and family

If you are buying a single ticket for yourself the basket is a chance to review or amend your order, we recommend that you:

1. Check the price, number of tickets, concession and seat location are correct
2. If you need to amend the concession of any of the tickets in your basket you can do so using the drop down menu shown next to the ticket details
3. Click the red cross next to any ticket should you need to remove it from your basket
4. If you wish to add more items to your basket you can click the “Continue Shopping” link to go back and select more items
5. If you need to reassign the ticket for a different supporter please see the instructions below

When buying tickets for other supporters you can re-assign tickets under their name. To do this follow the instructions below:

1. Add tickets or membership to basket. You will either be taken directly to your basket or click the basket logo on the top right to continue
2. Click the “re-assign” link to the left of the ticket or membership
3. If the supporters you wish to purchase for are already in your network assign them to the relevant seat – you can search your network, by name (forename and/or surname) or client reference number, using the search bar
4. If the supporter you wish to assign the tickets to isn’t currently in your network Click ‘search outside of your network’ – you will need to know the supporters client reference number and surname or email address to add them to your network
5. Once you’ve re-assigned to a supporter, they will be saved in your network
6. If you need to amend the concession of any of the tickets in your basket you can do so using the drop down menu shown next to the ticket details
7. Click the red cross next to any ticket should you need to remove it from your basket
8. Once you are happy with the items in your basket click “Proceed to checkout”

Please note – the value shown on this page does not include any booking fees you will be charged

Checkout/Confirming your tickets

Once you have selected Proceed to Checkout you can select from here how you wish to pay for your tickets. There is also the option to view a summary of the tickets in your order.

1. If you wish to view your order summary click on the “Click to view your order summary” button
2. To pay by credit or debit card select this option and details as requested
3. Click “Review Order”

Review Order

On this screen you will be given a final review of you booking and payment. Please ensure you are happy with all the details shown.

1. If you wish to purchase your tickets please read the terms and conditions by following the link and then ticking the box to confirm you that you agree to abide by the terms and conditions in place.
2. Click “Complete Purchase”
3. You will then be taken to a confirmation screen giving you details of your order including the booking reference number
4. If you wish to print a copy of this page click the “Print Confirmation” button – you will also receive a copy of this via email