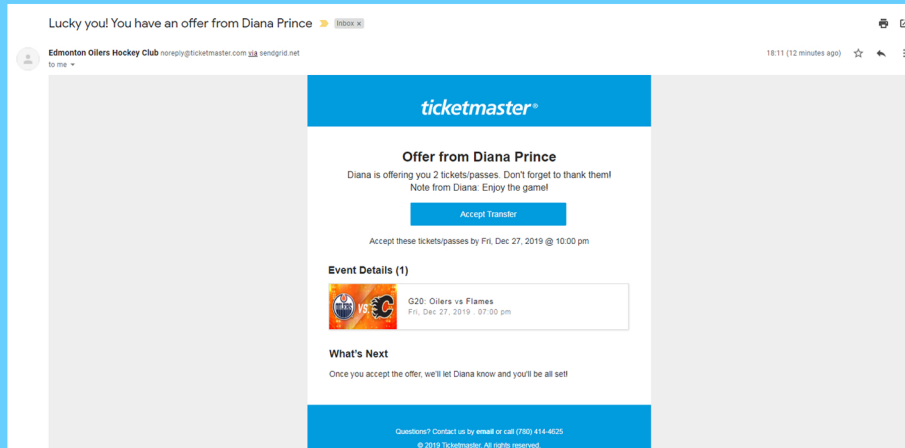
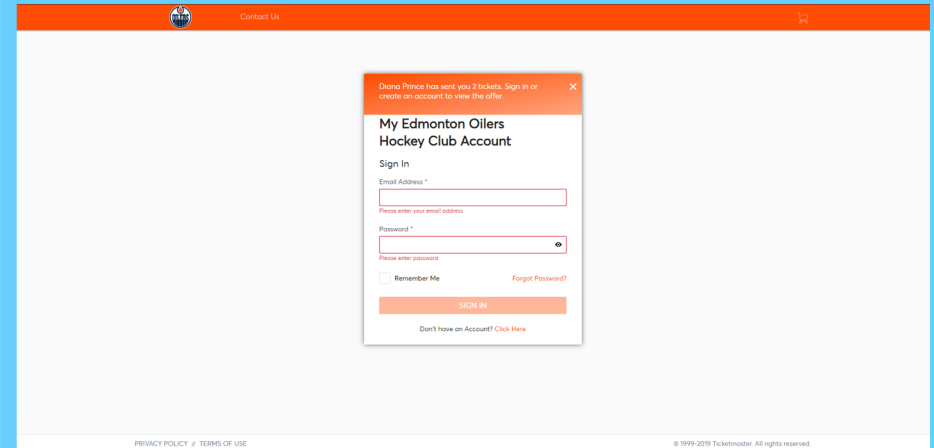


# ACCEPTING TICKETS via DESKTOP

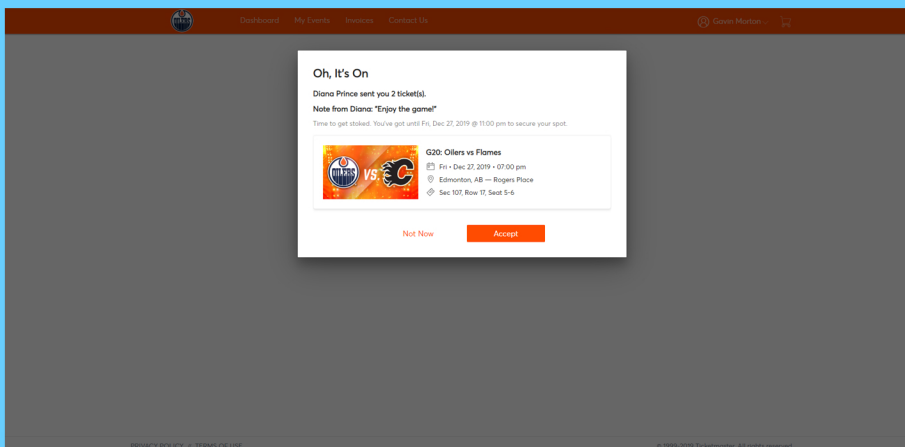
**STEP 1:** As a transfer recipient, you will receive an email with the ticket details. Click ACCEPT TICKETS.



**STEP 2:** You will be directed to Account Manager to receive the transfer. Log in to your account using your email address and password.



**STEP 3:** Review the ticket transfer. The tickets will be added to your account for management. Click ACCEPT.



**STEP 4:** The tickets are now in your account.

