



PACIOLAN TICKETING SYSTEM USER GUIDE

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LOGGING IN

MOBILE: ANDROID AND iPHONE

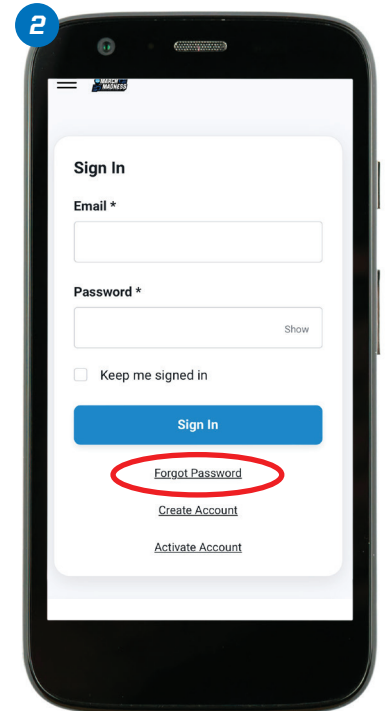
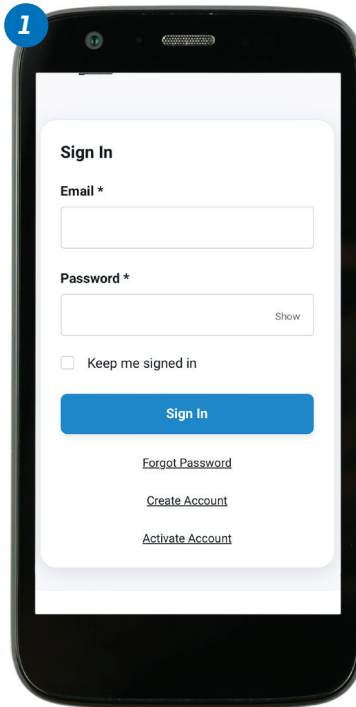
1 SIGNING IN

Visit NCAA.com/mypacaccount from your mobile device. Log in with the email and password used when purchasing tickets.

2 TROUBLE LOGGING IN?

Use the forgot password button at the bottom of the sign-in page.

Password reset emails will come from no-reply@ncaa.pactive.com.



VIEWING/DOWNLOADING TICKETS

MOBILE: ANDROID AND iPHONE

- 1 Your tickets will appear under My Upcoming Events. Click each event to open and show all tickets for that event.

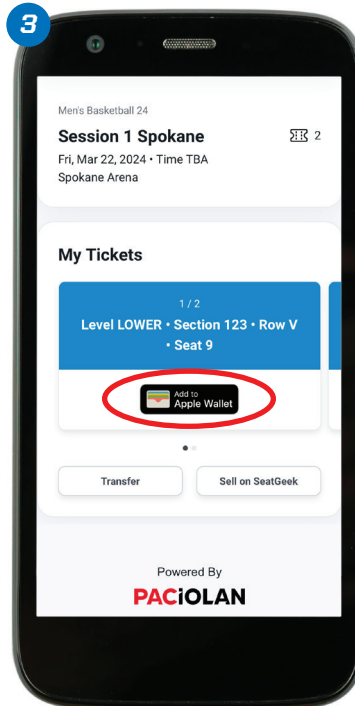
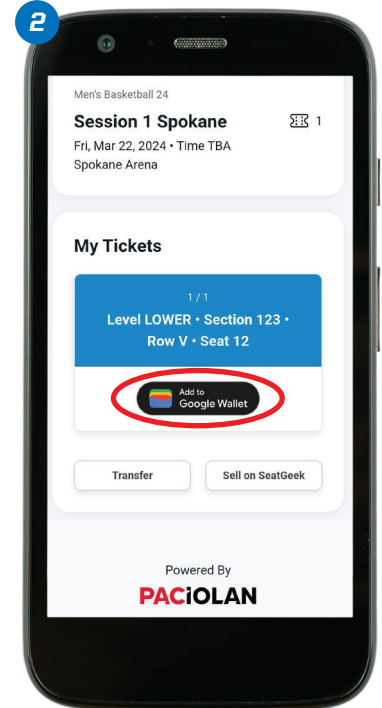
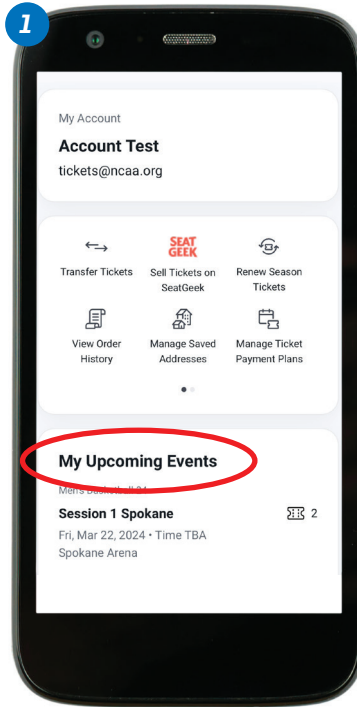
Download your tickets to your phone (while connected to a strong Wi-Fi signal) prior to arriving at the event.

2 ANDROID

Click “Add to Google Wallet” to download tickets to your device.

3 iPHONE

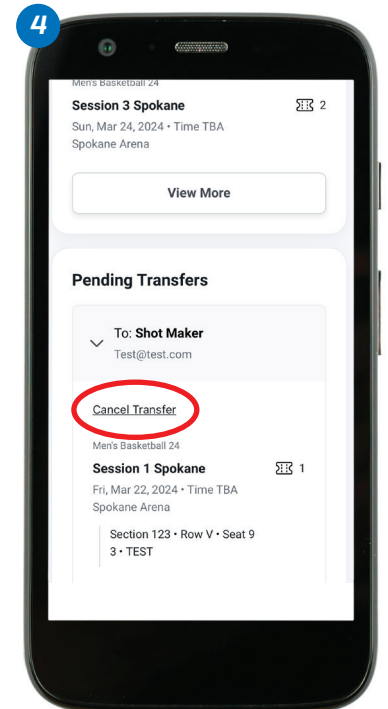
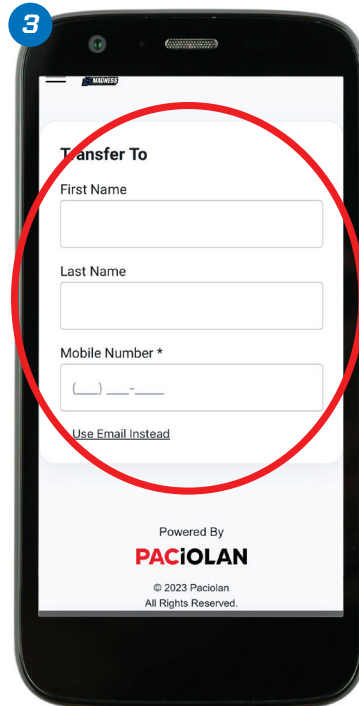
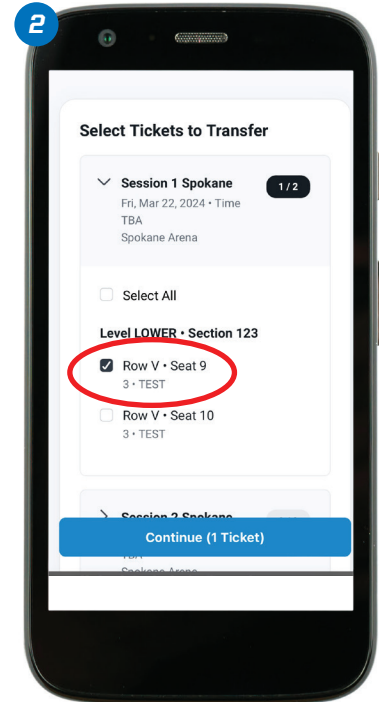
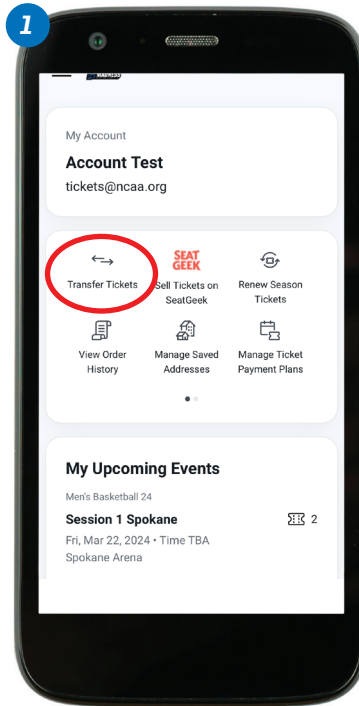
Click “Add to Apple Wallet” to download tickets to your device.



TRANSFERRING TICKETS

MOBILE: ANDROID AND iPHONE

- 1 Choose the **Transfer Tickets** option from the main account page.
- 2 Check the **box** for each ticket you wish to transfer.
- 3 Enter the **name and mobile number or email address** for the recipient.
- 4 **CANCEL/RECALL A TRANSFER INVITE**
Scroll to the bottom of the main account page. Find pending transfers and cancel any transfers as needed.

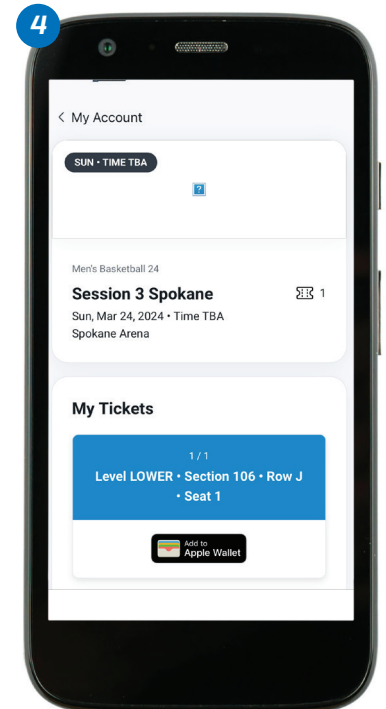
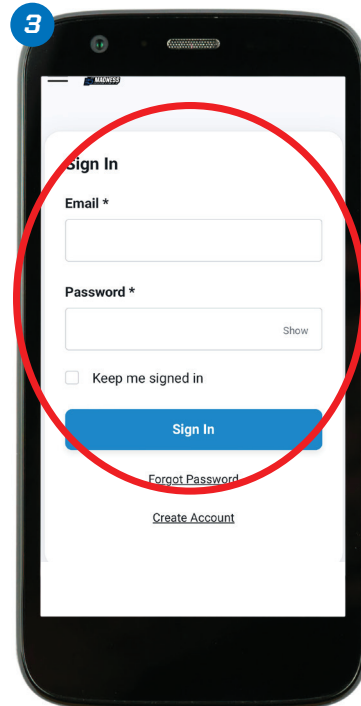
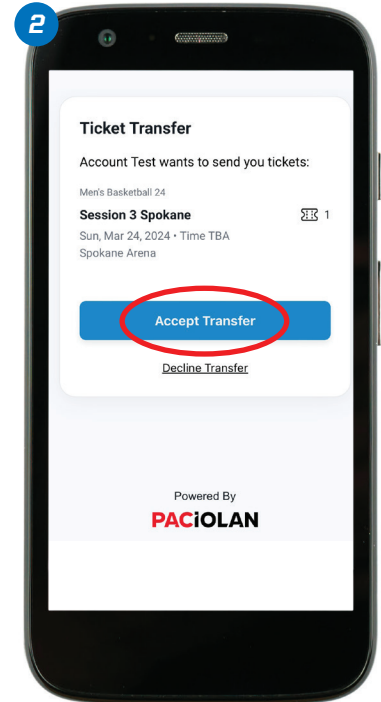


RECEIVING TRANSFERRED TICKETS

MOBILE: ANDROID AND iPHONE

- 1 Click the link found in your transfer invitation text/email.
- 2 If you've already established an account with NCAA ticket sales through Paciolan for events at Spokane Arena, you'll log in with your email address and password. If not, you'll follow the create account prompt to enter your info.

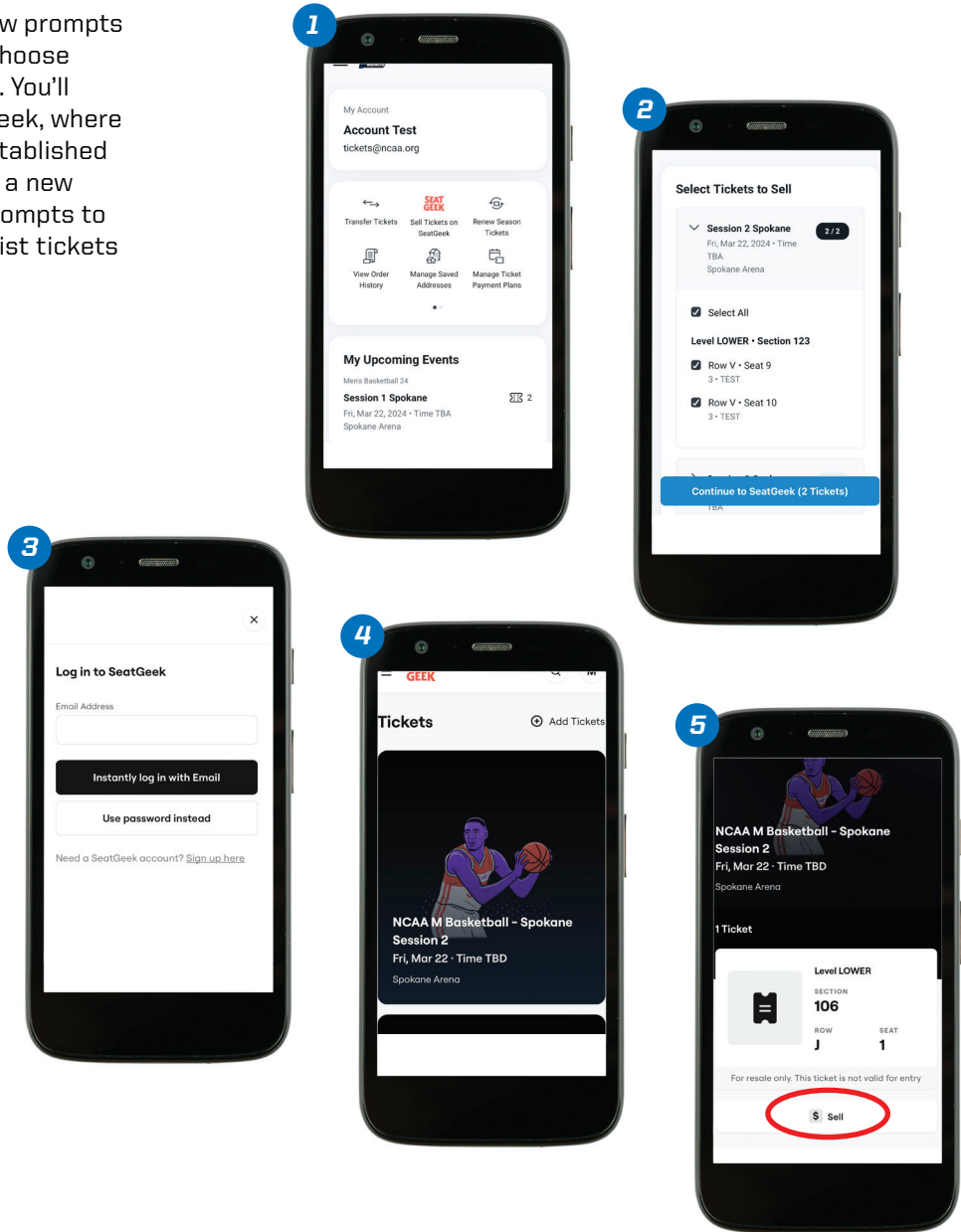
Follow the transfer flow all the way through to confirmation. Tickets don't move over to your account until the entire transaction is completed.



RESELLING TICKETS THROUGH SEATGEEK

MOBILE: ANDROID AND iPhone

From My Account page, follow prompts to sell on SeatGeek and to choose specific seats/events to sell. You'll then be redirected to SeatGeek, where you'll either log in to your established SeatGeek account or create a new one. Follow SeatGeek site prompts to adjust pricing settings and list tickets for sale.





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