FIRST TIME USERS – CREATING YOUR ACCOUNT

1. Visit www.woffordterriers.com. Under the “Tickets” tab, select “Manage Your Tickets”. This will take you to the TicketReturn sign in page.

2. Click Help me find my account at the bottom of the screen.

3. The Find Your Account page appears. Select your account type of “Individual”. Then enter your first name, last name, and state abbreviation OR your email address.

4. Select your account, scroll down and click Continue.

5. Enter your one-time PIN Number and click Continue.

6. Your account information appears and you are automatically logged in. Click Edit my Account to edit your account information. Make a user name and password to access your account throughout the season and for the future. Write down your user name and password. Please make sure to update your phone number, address and email accounts.

RETURNING USERS – ACCESS YOUR ACCOUNT

1. Visit www.woffordterriers.com. Under the “Tickets” tab, select “Manage Your Tickets”. This will take you to the TicketReturn sign in page.

2. Enter your user name and password
TRANSFER YOUR SEASON TICKETS

If you know you will not be able to use tickets for an event, you may transfer them to another person. If you transfer a ticket to someone else, your ticket is no longer valid.

1. Visit www.woffordterriers.com. Under the “Tickets” tab, select “Manage Your Tickets”. This will take you to the TicketReturn sign in page.

2. Enter your user name and password

3. View Your Tickets

4. Click Transfer Tickets

5. Select the event(s) for tickets you want to transfer and click Next

6. Select the ticket(s) you want to transfer and click Next

7. On the next page, you indicate to whom the tickets will be transferred. Enter the email of the recipient in the Email Address box. You can only transfer tickets to one recipient at a time. NOTE: The transferee does not need an existing TicketReturn account

8. If you entered an email address and a TicketReturn account was NOT found for the recipient, enter their information and click Next

   a. If you entered an email address and a TicketReturn account WAS found for the recipient, the TicketReturn account holder is listed and selected. Click Next

9. The next page confirms your transfer. If the information is correct, click Transfer Tickets

   *NOTE: Once a ticket is transferred, the ticket is no longer available in the original customer account and the original barcode becomes invalid.
SELL YOUR SEASON TICKETS

If you cannot use a ticket for an event, you may donate it to Wofford or another non-profit organization (when applicable). Your donations are tax deductible.

1. Visit www.woffordterriers.com. Under the “Tickets” tab, select “Manage Your Tickets”. This will take you to the TicketReturn sign in page.

2. Enter your user name and password

3. View Your Tickets

4. Click Sell Tickets

5. Select the event(s) for tickets you want to sell and click Next

6. Select the ticket(s) you want to sell and click Next

7. A confirmation appears. Ensure that the selected tickets are the ones you want to sell and click Sell Tickets

8. The next page confirms that the ticket(s) have been offered for sale. If you have included your email address in your account profile, you will receive an email confirmation for the transaction.

RE-CLAIM YOUR UNSOLD TICKETS

If you want to reclaim tickets you put up for sale, you can get unsold tickets returned to your account.

1. Click Reclaim Unsold Tickets

2. Select the event that you want to Reclaim Unsold tickets and click Next

3. Select the tickets that you want to reclaim and click Next

4. A confirmation page appears listing the tickets you have selected to reclaim. Click Reclaim Tickets

5. The next page confirms that the ticket(s) have been reclaimed and are no longer posted for sale. You will receive an email confirmation for the transaction.
DONATE YOUR SEASON TICKETS

If you cannot use a ticket for an event, you may donate it to Wofford or another non-profit organization (when applicable). Your donations are tax deductible.

1. Visit www.woffordterriers.com. Under the “Tickets” tab, select “Manage Your Tickets”. This will take you to the TicketReturn sign in page.

2. Enter your user name and password

3. View Your Tickets

4. Click Donate Tickets

5. Select the event(s) for tickets you want to donate and click Next

6. Set Ticket Management Options to Donate selected tickets. Select the tickets you want to donate and click Select Tickets & Continue

7. Set Charity to the organization to which you want to donate and click Continue

8. Ensure that your donation information is correct and click Donate Tickets

9. The next page confirms that the ticket donation is complete. If you have included your email address in your account profile, you will receive an email confirmation for the transaction.

Please note:
You will not need to print your tickets. Each season ticket holder will receive a “Season Ticket Card” in the mail prior to basketball season.

Questions?
Please contact Wofford Athletics by calling (864) 597-4090 or email athletics@wofford.edu