Account Manager Guide



Visit: am.ticketmaster.com/riverhoundssc

🔉 Official Account Manager Home 🗙 🕂

PITTSBURGH RIVERHOUNDS

https://am.ticketmaster.com/riverhoundssc/

Contact Us

Click Sign In in the top right hand corner

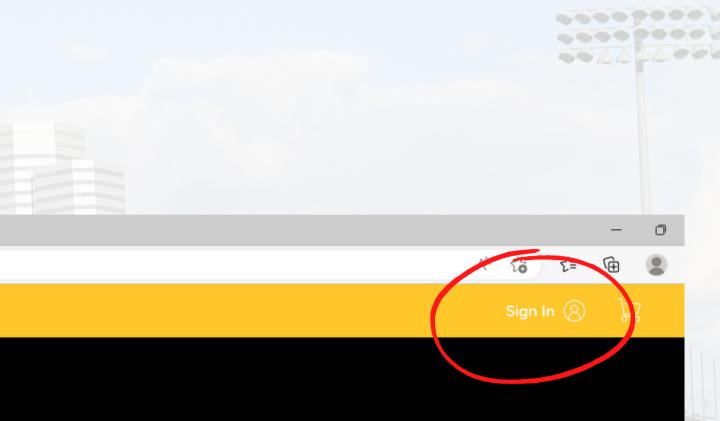
Welcome to Account Manager,

Account Manager is your dedicated platform for purchasing, upgrading and managing tickets.

To access your tickets, pay an invoice or purchase tickets, log into your account by selecting "Sign In/Sign Up" in the upper right corner and entering your email address and password.

For first time users, please click "Sign In/Sign Up" in the upper right corner. Create your account by selecting "Click Here" at the bottom of the screen.







For the first log in, you will put in your e-mail address that is currently on file with us and click

forgot password.

An e-mail will be sent with a one time use code. This code will allow you to set your password for the first time.

After this first log in, you will not need to go through these steps unless you forget your password.

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Sign In to Pittsburgh Riverhounds

Powered by ticketmaster

Important Account Update

You can now use the same email and password for both your Pittsburgh Riverhounds ticket account and your Ticketmaster account.

Pittsburgh Riverhounds ticket holder? Use your existing email to sign in and update your password if prompted.

New here? Use your Ticketmaster email and password.

Learn More

Email Address

(i)

ticketing@riverhounds.com

Password

This field is required.

Remember Email

Forgot Password?

SHOW

By continuing past this page, you agree to the **Terms of Use** and understand that information will be used as described in our **Privacy Policy**.

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Welcome Jane,

My Ever

#HOUNDTAHN, can you feel the excitement? Your BRAND NEW Pittsburgh Riverhounds SC Account Manager will put everything you need right at your fingertips.

With Account Manager, you will have the ability to pay your invoices, manage your tickets (transfer, donate and resell), and access your tickets from any device.

As a valuable member of the Pittsburgh Riverhounds SC family we will, from time to time, offer exclusive deals for you that aren't available to the general public. Keep a lookout for these special offers in your email and here in Account Manager!

Thank you for your continued support!

Once logged in you will see the primary account holder name in the top right hand corner.

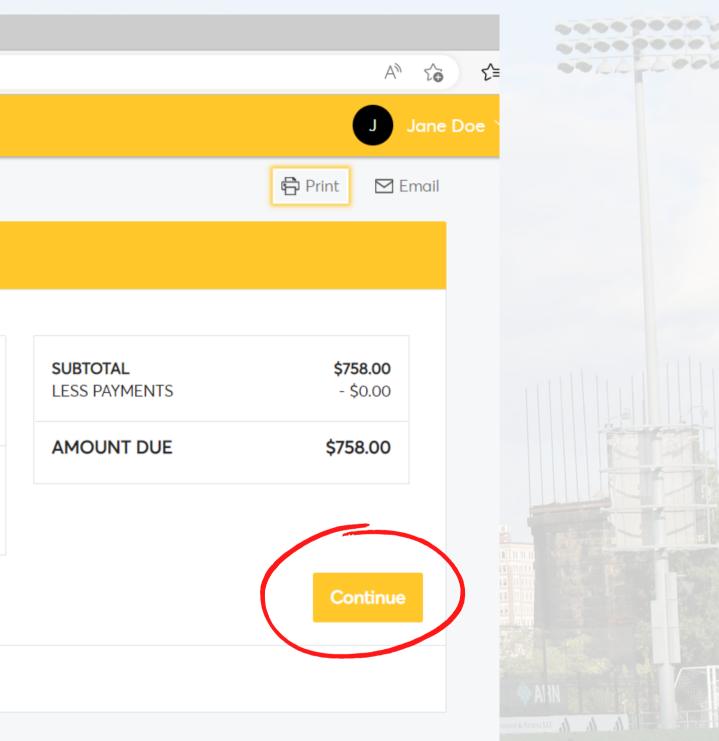
To view your 2023 Season Ticket Invoice you will need to select invoices from the top menu.



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|---|--|---------------------|--|----------|
| | SBURGH My Events | Invoices Contact U | | |
| | Invoices | Paid Unpaid | 2023 Season Ticket Renewal | |
| | 2023 Season Ticket Renev Balance Due: \$758.00 Due Date: Dec 31, 2022 | wal Invoice #250 | 1 Summary | |
| 1004 10004 1000 1004 10004 1000 1004 10004 1000 1004 10004 1000 1004 10004 1000 | | | 2023 Riverhounds SC Season Sec 102 Row E Seat 11 - 12 Quantity: 2 | \$748.00 |
| | | | 23SRCH Sec G03 Row G07 Seat 40 Quantity: 1 | \$10.00 |
| | | | 2 Payment | |

Your most current invoice will automatically load showing all seats currently in your account. To access your payment options you will need to select Continue.

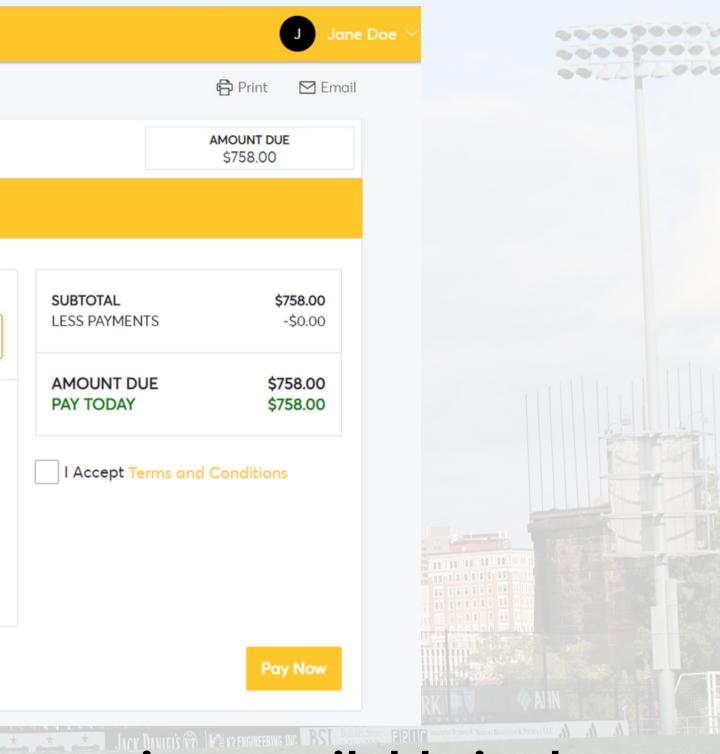
In the future, you will have the ability to look back on your paid in full invoices from this page as well.



| | SBURGH My Events Invo | ices Contact Us | | |
|--|--|-----------------|----------------------------|---|
| | Invoices | Paid Unpaid | 2023 Season Ticket Renewal | |
| | 2023 Season Ticket Renewal Balance Due: \$758.00 Due Date: Dec 31, 2022 | Invoice #250 | Summary | |
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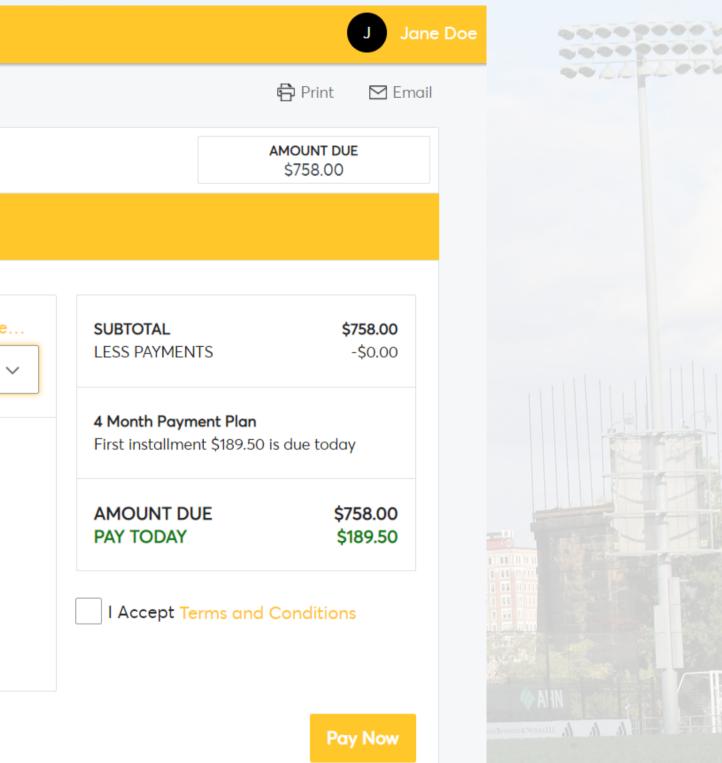
All Season Ticket Holders will have two payment options available in the dropdown menu for the 2023 Season.

Option #1 is Pay In Full.



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|--|--|---------------|-----------------------------------|
| | Invoices | Paid Unpaid | 2023 Season Ticket Renewal |
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| VISUAL COMMUNICATIONS RESOURCE | | | |

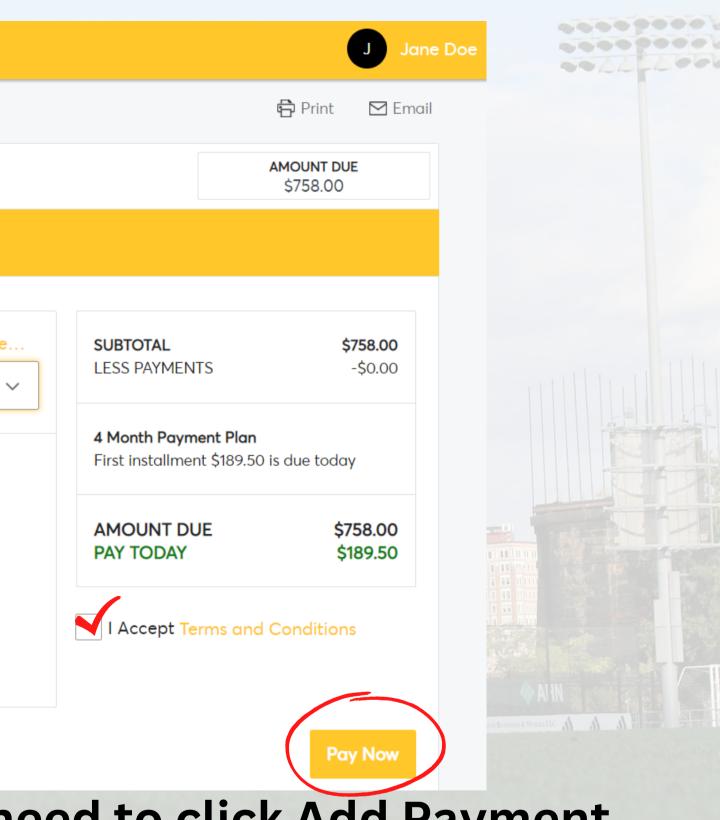
Option #2 is a Four Month Payment Plan. With this payment option, your first payment will be charged upon sign up. The remaining payments will be charged automatically to the credit or debit card provided on the 15th of January, February and March.



| | Invoid | ces | Paid Unpaid | 2023 Season Ticket Ren | ewal |
|---|---|---|----------------------|------------------------|-------------------|
| | Balan | Season Ticket Renewal ce Due: \$758.00 ate: Dec 31, 2022 | Invoice #250 | Summary | |
| | Paid Unpaid 2023 Season Ticke | et Renewal | Print | 2 Payment | |
| Due: \$758.0 Due: \$758.0 Due: 31, 20 C Back | ayment Method Add New Credit or Debit Card | I | MOUNT DU \$758.00 | | View Payment Sche |
| | First Name on Card * | Last Name * nrudy@highmarkstadium.com Invalid | | 4 Month Payment P | lan |
| | Card Number * | | • due toda | -\$ Amount | |
| | Expiration Date* | Zip Code | \$ | \$ 189.50 756 | |
| 4 | Use billing address on this account | | , ditio | | ٦ |
| | | Cance | I Save | Add Payment Method | |

After selecting your payment option, you will need to click Add Payment Method to add your credit card information to your account.

Before continuing with payment you will need to Accept Terms and Conditions.



Frequently Asked Questions

Are we able to update our credit card information?

Yes, credit card information can be updated at any time. To update this information please contact the Pittsburgh Riverhounds SC Ticketing Department by the end of the business day the 14th of the month.

Are we able to make additional payments if we are enrolled in the monthly payment plan?

Yes, you are able to make additional payments throughout the course of the payment plan. These payments will be applied to your balance due. This new balance will be divided up over the remaining months payments.

Frequently Asked Questions

We need to update our contact information, can we do that through **Account Manager?**

We ask that all contact information be updated by submitting an e-mail to ticketing@riverhounds.com.