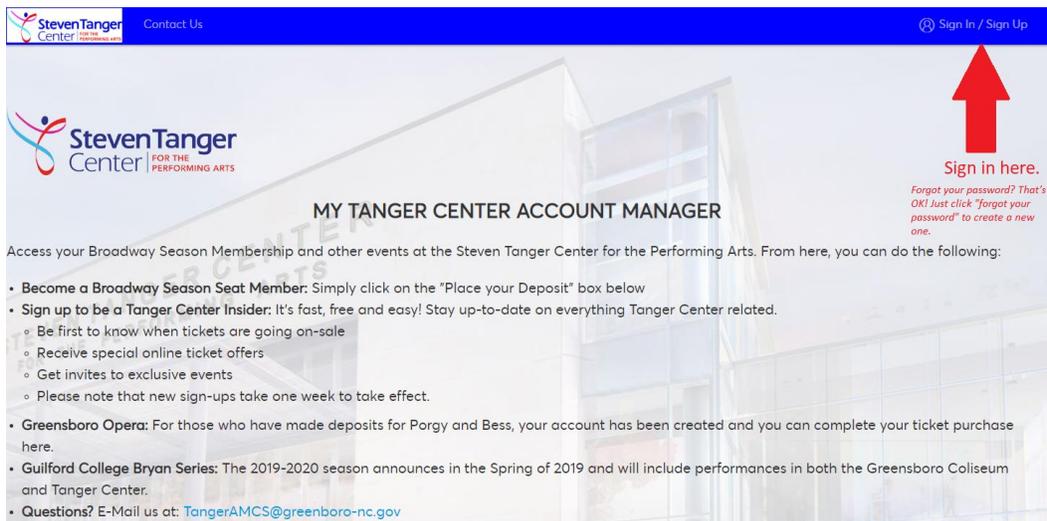


## Account Manager Guide for Adding Seats

*\*Please note this process will work best on a desktop or laptop. An iOS device (iPad, iPhone, etc.) does not support the flash function you need to complete the process.*

1. Log into your Tanger Center Account Manager with the email you used to purchase your season seats.

*Forgot your password? That's OK! Just click "forgot password" to create a new one.*



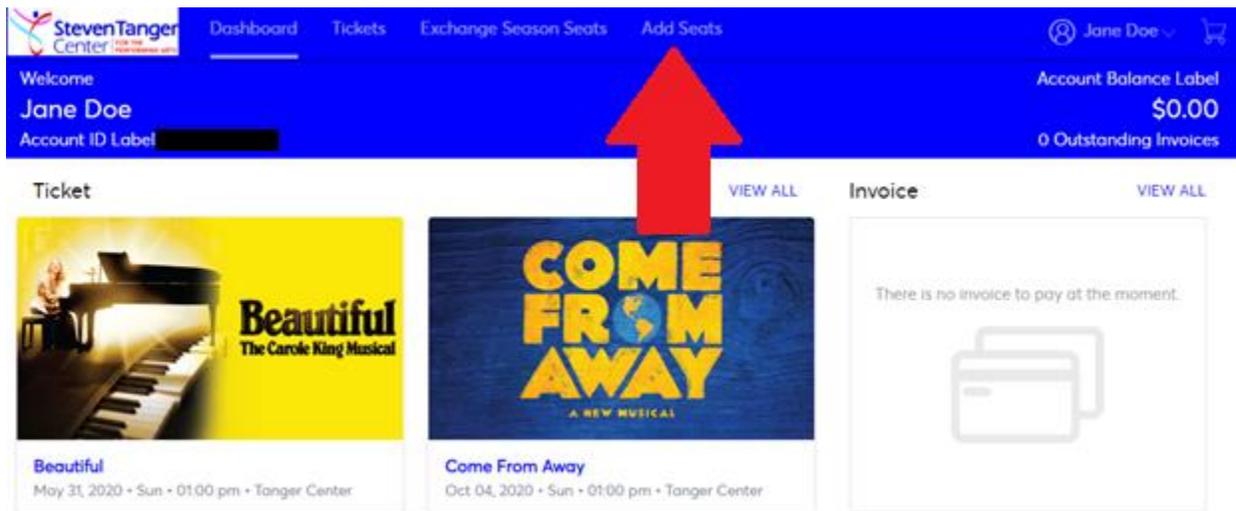
Steven Tanger Center [Contact Us](#) [Sign In / Sign Up](#)

**MY TANGER CENTER ACCOUNT MANAGER**

Access your Broadway Season Membership and other events at the Steven Tanger Center for the Performing Arts. From here, you can do the following:

- **Become a Broadway Season Seat Member:** Simply click on the "Place your Deposit" box below
- **Sign up to be a Tanger Center Insider:** It's fast, free and easy! Stay up-to-date on everything Tanger Center related.
  - Be first to know when tickets are going on-sale
  - Receive special online ticket offers
  - Get invites to exclusive events
  - Please note that new sign-ups take one week to take effect.
- **Greensboro Opera:** For those who have made deposits for Porgy and Bess, your account has been created and you can complete your ticket purchase here.
- **Guilford College Bryan Series:** The 2019-2020 season announces in the Spring of 2019 and will include performances in both the Greensboro Coliseum and Tanger Center.
- **Questions?** E-Mail us at: [TangerAMCS@greenboro-nc.gov](mailto:TangerAMCS@greenboro-nc.gov)

2. On the top tool bar menu, select "Add Seats."



Steven Tanger Center [Dashboard](#) [Tickets](#) [Exchange Season Seats](#) [Add Seats](#) Jane Doe

Welcome Jane Doe Account ID Label [REDACTED] Account Balance Label \$0.00 0 Outstanding Invoices

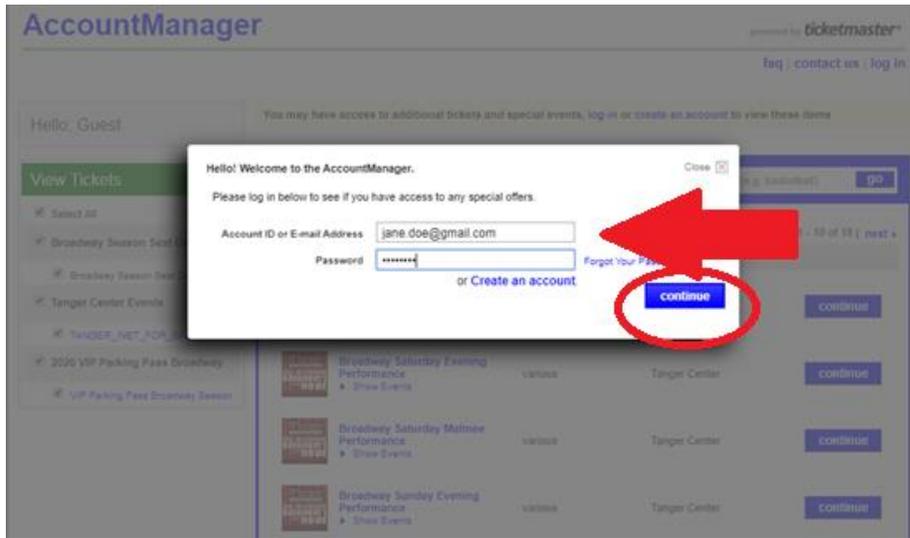
**Ticket** [VIEW ALL](#) **Invoice** [VIEW ALL](#)

**Beautiful**  
The Carole King Musical  
May 31, 2020 • Sun • 01:00 pm • Tanger Center

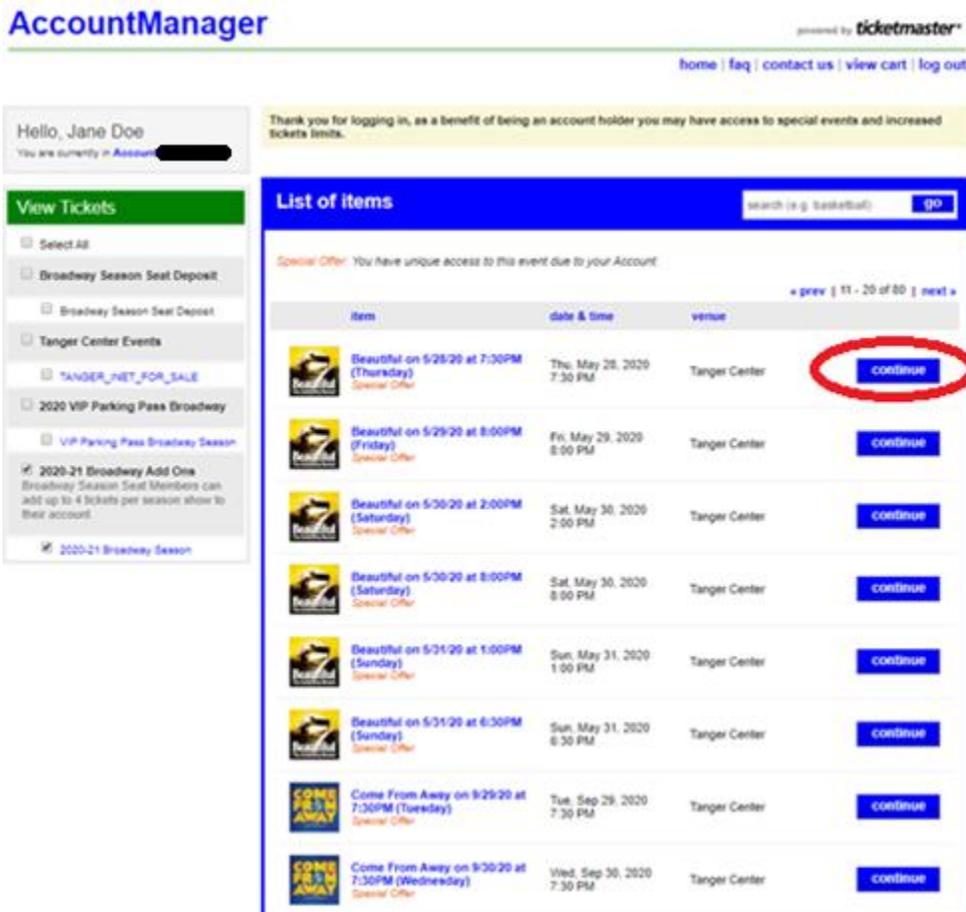
**COME FROM AWAY**  
A NEW MUSICAL  
Oct 04, 2020 • Sun • 01:00 pm • Tanger Center

There is no invoice to pay at the moment.

3. You will be prompted to verify your login once more to proceed with the Add On process.



4. Pick the show you wish to add on by clicking "Continue" next to the correct performance. Broadway Season Seat Members can add up to 4 tickets per season show to their account. The search function at the top of the blue tool bar make it easy to find the show you want to find.



5. Enable Flash to view the Interactive Seat Map.  
*As previously stated, this function is currently not supported by the iOS platform (i.e. iPhone, iPad, etc.). Try logging on from a computer that supports this functionality.*

The screenshot displays a web application interface. At the top left, a user is logged in as "Jane Doe". The main header area shows event information: "Beautiful on 5/28/20 at 7:30PM (Thursday)", "Thu, May 28, 2020 7:30 PM", "Tanger Center", and "Beautiful on 5/28/20 at 7:30PM (Thursday)".

The central focus is a "Select New Seats" modal window. It features a blue header and a white background with a yellow warning icon. The text reads: "Chrome requires you to enable Flash to use this map. Just click the 'Enable Flash' button below, then click 'Allow' when Chrome's prompt appears." Below this text is a blue button labeled "Enable Flash", which is circled in red. Further text says "If you don't want to enable Flash" followed by a blue link: "Let us choose seats for you." The modal also includes "Instructions" and "Map Disclaimer" links in the top right corner.

The background interface is dimmed and shows a "Pricing Options" section with a "Price per Seat (USD)" field, a "Ticket Limit" of 4, and a "Selected Seats" count of 0. A "TOTAL: USD 8.26" is visible at the bottom right, along with an "add to cart" button and a "Terms of Use" link.

- Click the new seats you wish to add on (up to 4 per season show), then click “Add to Cart” icon in the lower right hand corner of the screen when you are ready to checkout. You may review your seats prior to checking out by clicking on “Show Details” in the middle of the screen.

Hello, Jane Doe  
You are currently in Account [REDACTED]

 Beautiful on 5/28/20 at 7:30PM (Thursday)  
Thu, May 28, 2020 7:30 PM  
Tanger Center  
Beautiful on 5/28/20 at 7:30PM (Thursday)

### Select New Seats

Accessible Seats 

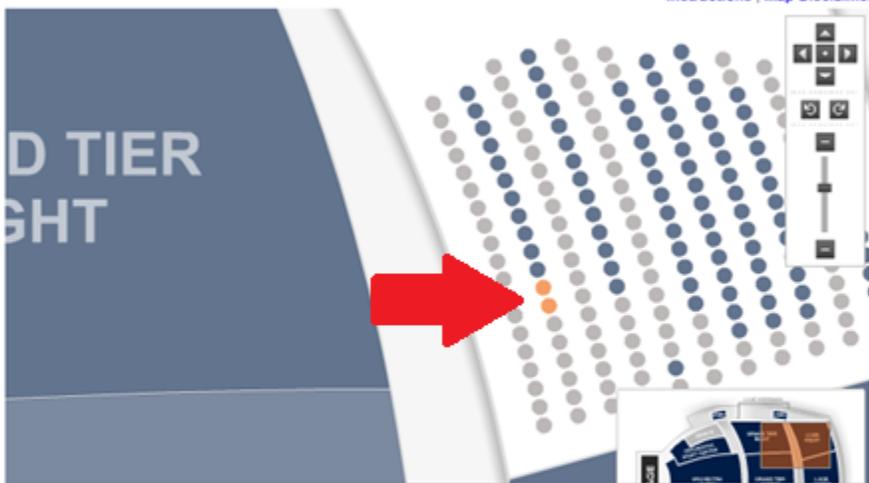
Pricing Options

Price per Seat (USD) 

30.96 to 95.01

Ticket Limit  
Maximum of 4 ticket(s).

Instructions | Map Disclaimer



Selected Seats\* (2) | Hide Details ▾

Section	Row	Seat	Type	Cost	Remove All
LOGE-R	B	8	Broadway Subscriber Add On ▾	\$79.00	Remove
LOGE-R	B	7	Broadway Subscriber Add On ▾	\$79.00	Remove

**SUBTOTAL: \$158.00**

\*If you'd like another item, [search again](#).

**add to cart**

By clicking on the "add to cart" button, or otherwise using this website, you agree to the [Terms of Use](#).  
\*Please Note: Seats are not reserved until you proceed to the Shopping Cart.

If you decide you would like to browse seats for other events, click on “Search Again” in the bottom left hand corner of the screen. Please note, this will automatically cancel any seats already selected thus far in the process.

- Verify your new seats in the Shopping Cart and choose "Mail April" next to Select Delivery in the middle of the page. On this screen, there is the opportunity to "Change Seats" in the middle of the page or even, "Continue Shopping" if you wish to add on seats for other season shows. Then click "Checkout" in the lower right hand corner when you are ready to finalize your purchase(s).

**AccountManager** powered by **ticketmaster**

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Hello, Jane Doe  
You are currently in **Account** [redacted]

Your order will expire in **19:33**

**Shopping Cart** Your order will expire in **19:33 minutes**

Special Offer: You have unique access to this event due to your Account.

### Cart Items

[Click Here to Buy VIP Parking Pass](#)

item	details	type	price	total
Beautiful on 5/28/20 at 7:30PM (Thursday) Thu, May 28, 2020 7:30 PM Tanger Center	Section LOGE-R Row B Seat 7 - 8	Broadway Subscriber Add On	2 x \$79.00	\$158.00

Select Delivery **Mail April (USD 0.00 Per Order)** 

[change seats](#) [remove](#)

### Cost Summary

Item Total	158.00
Delivery Total	0.00
Fee Total 	30.00
<b>Total Amount</b>	<b>USD 188.00</b>

[checkout](#)

[continue shopping](#)

### Cost Summary

Item Total	\$158.00
Delivery Total	\$0.00
Fee Total 	\$30.00
<b>Total Amount</b>	<b>188.00</b>

[continue shopping](#) [checkout](#)



- Complete your account and payment details. When you click “Next Step,” you will receive a confirmation and automatic email receipt for your purchase.

## AccountManager

powered by **ticketmaster**

[home](#) | [faq](#) | [contact us](#) | [view cart](#) | [log out](#)

Hello, Jane Doe  
You are currently in Account [REDACTED]

Your order will expire in **9:40**

**Cost Summary**

Item Total	158.00
Delivery Total	0.00
Fee Total	30.00
<b>Total Amount</b>	<b>USD 188.00</b>

[view cart details](#)

**Account Address**

Please note: All items will be delivered via the method of delivery selected. Items may also be managed within Ticket Management. Please be advised that any changes made to the address will update the primary address on the account.

Jane Doe  
123 Maple Lane  
Greensboro, NC 27401

[change address](#)

Your order will expire in **9:40 minutes**

**» PAYMENT**      CONFIRMATION

**Pay in Full**

step 1: payment information      step 2: review and submit

Select your payment method.

Payment Option:

**Add a New Card**

Please enter the first and last name, street address and zip or postal code exactly as it appears on your credit card statement.

\* = Required

First Name \*

Last Name \*

Address \*

Postal / Zip Code \*

Card Type \*

Card Number \*

Expiration Date \*

Store my credit/debit card and billing information for future use on My Tanger Center Account Manager. [What is the benefit?](#)

Total Amount  
**\$188.00**

 **next step**

YOU ARE ON YOUR WAY TO BROADWAY'S NEWEST HOME!