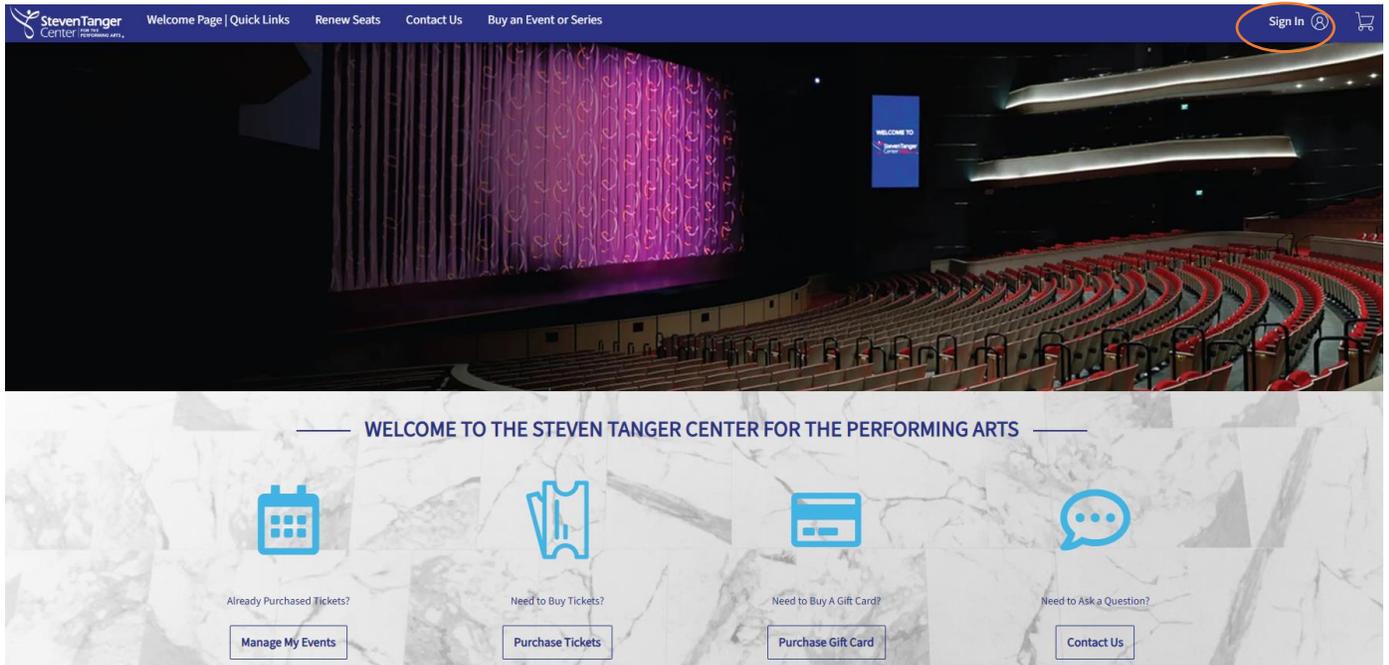


Instructions for Exchanging Broadway Season Seats through Account Manager

- 1.) Navigate to <https://am.ticketmaster.com/tangercenter/> and sign into your Account Manager in the upper right hand corner of the screen.
 - a. Your email address used to log in should match the one on file for your Tanger Center account.
 - b. If you have never accessed your Account Manager before, select “Sign Up” at the bottom of the sign in page – you must use the email address that you used to set up your Tanger Center account.
 - c. If you have forgotten your password, click “Forgot Password” and follow the steps to reset your password through an email or text message link.





SIGN IN TO TANGER CENTER

If you don't have an account you will be prompted to create one.

i Important Account Update

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

Tanger Center 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

Continue

By continuing past this page, you agree to the [Terms of Use](#) and understand that information will be used as described in both the Ticketmaster [Privacy Policy](#) and [Tanger Center Privacy Policy](#).

2.) Click "My Events" in the top navigation bar of the website.



3.) Search or scroll down to the name of the event you would like to exchange.
a. Click "Select Event" beside the name of your preferred event.

My Events

Transfer Tickets

My Listings



Disney's Beauty and the Beast

Thu • Sep 25, 2025 • 07:30 PM
Tanger Center

View Event Details



The Wiz

Thu • Oct 30, 2025 • 07:30 PM
Tanger Center

View Event Details



The Outsiders

Thu • Dec 11, 2025 • 07:30 PM
Tanger Center

View Event Details



Shucked

Thu • Jan 29, 2026 • 07:30 PM
Tanger Center

View Event Details

4.) Select "Exchange" from the management options given.

The screenshot shows the Steven Tanger Center website interface. At the top, there is a navigation bar with links: Welcome Page | Quick Links | My Events | Buy An Event or Series | Pay An Invoice | More. On the right, there is a user profile icon and a shopping cart icon. The main content area features a promotional card for "Disney's Beauty and the Beast" on the left, with details: "Thu • Sep 25, 2025 • 07:30 PM" and "Tanger Center". To the right, under the heading "My SafeTix™", there is a notification: "Your Phone Is Your Ticket. For the fastest way in, add your ticket to your digital wallet. (Heads up, this ticket won't have a barcode.)" Below this, the ticket details "Sec OC, Row R, Seat 27" are shown. Two management options are visible: "TRANSFER" and "EXCHANGE", with the "EXCHANGE" option circled in orange.

5.) Check the box next to each seat you would like to exchange OR click "Select All."
a. Click "Continue" when all desired seats have been selected.

The screenshot shows the "Exchange Tickets" section of the Steven Tanger Center website. The navigation bar is identical to the previous screenshot. The main content area features the same "Disney's Beauty and the Beast" promotional card on the left. To the right, under the heading "Exchange Tickets", there is a sub-heading: "Select the tickets for this event that you would like to exchange. Once selected, click Next to view the available events". Below this, there is a list of two items with checkboxes: "Select All (1)" and "Sec OC, Row R, Seat 27". Both checkboxes are checked, and the list is enclosed in a box with an orange border. At the bottom right of the page, there are two buttons: "Cancel" and "Continue", with the "Continue" button circled in orange.

- 6.) Determine the night of the week into which you would like to exchange your seats and click “Select Event” on the item line.

Exchange Tickets

Listed below are the events you are eligible to exchange into. Select the event to continue to select your seats. To edit the tickets you are exchanging, click Edit.

Available Events Sort By: Event Date

	Disney's Beauty and the Beast Thu • Sep 25, 2025 • 07:30 PM Tanger Center	<input type="button" value="Select Event"/>
	Disney's Beauty and the Beast Thu • Sep 25, 2025 • 07:30 PM Tanger Center	<input type="button" value="Select Event"/>
	Disney's Beauty and the Beast Thu • Sep 25, 2025 • 07:30 PM Tanger Center	<input type="button" value="Select Event"/>

- 7.) Select any section of the map to begin viewing the available seating inventory.
- Drag the map to view available seats in different sections of the auditorium.
 - Blue circles on the map indicate open seats. When a seat is added to your cart, a green check mark will take the place of the blue circle.
 - Ticketmaster will not allow you to leave a single seat in a row. Please select seating in a different row or reduce the number of seats being purchased if you are given an error in this case.
 - Once all desired seats have been added to your cart, select “Continue.”

Shopping Cart

Disney's Beauty and the Beast
Thu • Sep 25, 2025 • 07:30 PM
Tanger Center
Section LOGE-C, Row A, Seat 5
Adult Season Renewal 1 \$67.79

Cost of Seats	\$67.79
Paid Amount	-\$67.79
Total Amount	\$0.00

Available Seats
Unavailable Seats

- 8.) Review the seats you intend to exchange and ensure that you have selected the correct performance date and time.
 - a. Use the "Edit" tools to change the seats you have selected if there is an error.
 - b. Click "Submit" to continue to checkout.

Review the details of your exchange

Below is a final review of your exchange. Please review the ticket details of your exchanged event and new event as well as the cost summary. Once you review, click Submit.

New Event Edit

Disney's Beauty and the Beast
 Thu • Sep 25, 2025 • 07:30 PM
 Tanger Center

New Tickets

Section LOGE-C, Row A, Seat 5

Event selected for Exchange Edit

Disney's Beauty and the Beast
 Thu • Sep 25, 2025 • 07:30 PM
 Tanger Center

Tickets Selected for Exchange

Sec OC, Row R, Seat 27

Summary

Cost of New Seats: \$67.79
 Section LOGE-C, Row A, Seat 5 - \$67.79

Applied Credits: \$67.79
 Total cost of new seats: \$67.79
 Applied Credits: -\$67.79

Total Amount Due: \$0.00

Note: Review your selections, your current seats won't be exchanged until you click submit.

Submit

- 9.) If the seats you have selected are an even exchange, you will not need to pay a balance.
 - a. Your tickets will only be available via mobile delivery in your Account Manager. Your existing printed tickets will be voided.
 - b. Read and accept the Terms and Conditions of purchasing tickets through the Account Manager.
 - c. Click "Place Order" to complete your exchange.

Complete the checkout steps and submit your payment

Below are the steps you will need to complete in order to submit your payment. On the right rail, your summary will automatically update based on the options you select under each step. Once you complete each step, click "Submit".

Delivery & Shipping ✓

Chicago: Not available

Payments ✓

Payment Not Required
 Since your balance is \$0, you do not need to select a Payment Option or Payment Method. Click Submit below to complete your order.

Order Summary \$0.00

I accept the [Terms and Conditions](#)

Place Order

Cart items

1 Items Summary \$0.00

Chicago
 Section LOGE-C, Row A, Seat 5
 \$0.00

Total Value \$0.00

- 10.) If the seats you have selected are more expensive than your original seats, you will need to pay the difference in price to complete your exchange.
- a. Select a card on file and verify the three digit CIN number OR click “Add/Edit Payment Method.”
 - i. Account Manager is compatible with Visa, Mastercard, American Express, and Discover cards.
 - b. Read and accept the Terms and Conditions of exchanging tickets through the Account Manager.
 - c. Click “Pay Today” to complete your exchange.

Steven Tanger Center

Time Remaining 09:25

Delivery & Shipping ✓

Chicago: Not available

Order Summary \$27.22

I accept the Terms and Conditions

Pay Today - \$27.22

Payments

Payment Options

Pay In Full

Broadway 7 Month Payment Plan

Payment Method

Card

Security Code *

CVV 3-digits on back of card

Payment Amount ** \$27.22

Split this payment

Visa - 2835 Heather Ferguson | Exp. 05/25

Add / Edit Payment Method

Cart Items

1 Items Summary \$27.22

Chicago Section ORC, Row K, Seat 7 \$27.22

Total Value \$27.22

- 11.) An automatically generated order confirmation will be emailed to you.

Exchange Deadlines

Please note that all exchanges need to be completed **prior to the Friday before the run of each show** in the Broadway Series. Deadlines are listed below. We are unable to accommodate exchange requests after the show has opened.

25-26 Broadway Season

Disney's Beauty and the Beast: September 19, 2025

The Wiz: October 24, 2025

The Outsiders: December 5, 2025

Shucked: January 23, 2026

Hell's Kitchen: February 20, 2026

Sound of Music: March 6, 2026

Kimberly Akimbo: April 17, 2026

The Notebook: May 29, 2026

Add on shows in 25-26 Broadway Season

Beetlejuice: August 29, 2025

Les Miserables: January 2, 2026

SIX: May 1, 2026