## Account Manager Guide for Adding Seats

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

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



2. Once you have successfully logged into your account you should see the page below. To find the show you wish to add click "Buy An Event or Series".



3. Use the search function for an easy and fast way to find the event, day and time you are looking for.



4. Once you have picked the event, day and time you wish to come the Interactive Seat Map will appear. Click the seats you wish to add and add them to your cart. Press continue.

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			с	art	1 Event
		109.95	<u>(3)</u>	Wicked on 10/7/21 2:00PM (Thursd	αγ)
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			То	tal Amount	\$198.56
				Continue	
•••	SECTION	ROW SEAT	PRICE		
	LOGE-L	B 9	\$99.28		
	LOGE-L	B 10	\$99.28		
	TOTAL PRICE		\$198.56		

5. Verify your new seats in the shopping cart. On this screen there is the opportunity to "Change Seats" if you are not satisfied with your first choice by clicking on the pencil icon, or if you wish to add to this order for another show click "Continue Shopping". Then click "Checkout" in the lower right hand corner when you are ready to finalize your purchase(s).

Steven Tanger Center	Welcome Page	Quick Links My Events	Buy An Event or Series	Seating Chart	More 🗸			Patti Smith	~ <u>}</u> 2
i) Thank you Patti Smit	th for signing in, you mo	ay have access to special purcha	se opportunities!					19:33 left to continu	e shopping
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6a. Complete your account and payment details.

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6b. Complete your account and payment details continued.

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	3 Questions			Delivery	\$0.00
	A Payments			Additional Service Charges	\$30.00
	( ) i djinana			Total Amount Due:	\$228.56

6c. Confirm your billing address.

Steven Tanger	Welcome Page   Quick Links My Events Buy An Event or Series Seating Chart More $arphi$		🕑 Patti Smith 🗸
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	Type your answer here       OK      protector +       OK      protector +		
	Payments		

6d. Select your method of payment.

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6e.Once you have added your method of payment click "submit order".

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