

How to Utilize Your Philadelphia Eagles Account Manager

Start by selecting 'manage this event' next to the designated game

How to Print:

1. Select '**Print-at-Home**'.
2. Select the box next to the seats you wish to print.
3. Select the green button labeled '**print (#)**' → the number will be the amount of tickets you have selected to print.
4. Select '**Continue to print**'.
5. Make sure to select '**I agree to the terms of use**' before you select submit.
6. The following screen will be your '**Print Summary**'; here you will select '**print**'.
7. ***Once you have selected 'print' a PDF should pop up at the top or bottom of your screen. You will need to open the PDF of your ticket and physically print the PDF itself to successfully finish printing your tickets.

How to Transfer:

1. Select '**Transfer tickets**'.
2. Select the box next to the seats you wish to transfer.
3. Select the green button labeled '**transfer (#)**' → the number will be the amount of tickets you have selected to transfer.
4. Select '**Continue to transfer**'.
5. The following screen is where you will enter the first and last name as well as the email address of the transfer recipient. Then select '**add**'.
6. Now you will be able to select that person's name followed by '**next step**'.
7. On the following screen make sure you select the box next to '**I agree to the terms of use**' before you select '**complete transfer**'.

How to Sell Tickets on the NFL Ticket Exchange:

1. Select '**Sell Tickets**'
2. Select the box next to the seats you wish to sell.
3. Select the green button labeled '**post for sale (#)**' → the number will be the amount of tickets you have selected to sell.
4. Select '**Continue to post for sale**'.
5. A screen will pop up for you to '**Update your seller profile**'. Make sure all of your information is correct before selecting '**save**'.
6. Now input the amount of money you wish to be credited from selling your tickets under '**Your payout**'.
7. If you select '**Direct Deposit**', please fill out your personal banking information. If you select '**Seller Credit**', the payment will go directly into your Philadelphia Eagles Account. Once you have chosen how you would like to receive payment select '**continue**'.
8. Now make sure to select '**I agree to the terms of use**' before selecting '**submit listing**'.