

# Guide to Renewing your Season Ticket



Please follow the below steps to renew a Season Tickets.

Season Ticket Holders are able to renew on behalf of Friends and Family providing the relevant permissions have been set in your accounts.

**FOR FURTHER DETAILS ON HOW TO DO THIS, PLEASE SEE PART 2 OF THIS GUIDE BELOW.**

# 1

## RENEW YOUR SEASON TICKET

If you wish to move seats, please contact the ticket office by emailing [tickets@chesterfield-fc.co.uk](mailto:tickets@chesterfield-fc.co.uk).

1. Click [HERE](#) to renew your Season Ticket.

Enter your **SUPPORTER NUMBER** and your **PASSWORD**.



2. Click on the account menu icon located in the top right-hand side of your screen. In your notification panel click on **RENEW NOW**.
3. You will then be directed to a new screen confirming your seat location. Click **ADD TO BASKET** and **PROCEED TO CHECKOUT**.

*\*If you wish to purchase additional Season Tickets you can do so by clicking 'choose seats'. You can renew on behalf of your Friends & Family providing you have set up the correct privileges.*

4. Select your payment method.
5. Please review your order and confirm your details. You will then need to agree to the Terms & Conditions and click **COMPLETE PURCHASE**.

**CONGRATULATIONS** your renewal is complete. You will now receive an **EMAIL CONFIRMATION** detailing your transaction to the email address on your Ticketing account.

# 2

## RENEW A SEASON TICKET FOR FRIENDS & FAMILY

If you wish to move seats, please contact the ticket office by emailing [tickets@chesterfield-fc.co.uk](mailto:tickets@chesterfield-fc.co.uk)

1. Click [HERE](#) to renew your Season Ticket.

Enter your **SUPPORTER NUMBER** (which is printed on the reverse of your Season Ticket Card) and your **PASSWORD**.



2. Click on the account menu icon located in the top right-hand side of your screen. In your notification panel click on **RENEW NOW**.
3. You will then be directed to a new screen confirming your seat location. Click **ADD TO BASKET** and **PROCEED TO CHECKOUT**
4. Select your payment method.
5. Please review your order and confirm your details. You will then need to agree to the Terms & Conditions and click **COMPLETE PURCHASE**.

**CONGRATULATIONS** your renewal is complete. You will now receive an **EMAIL CONFIRMATION** detailing your transaction to the email address on your Ticketing account.