

# My Network

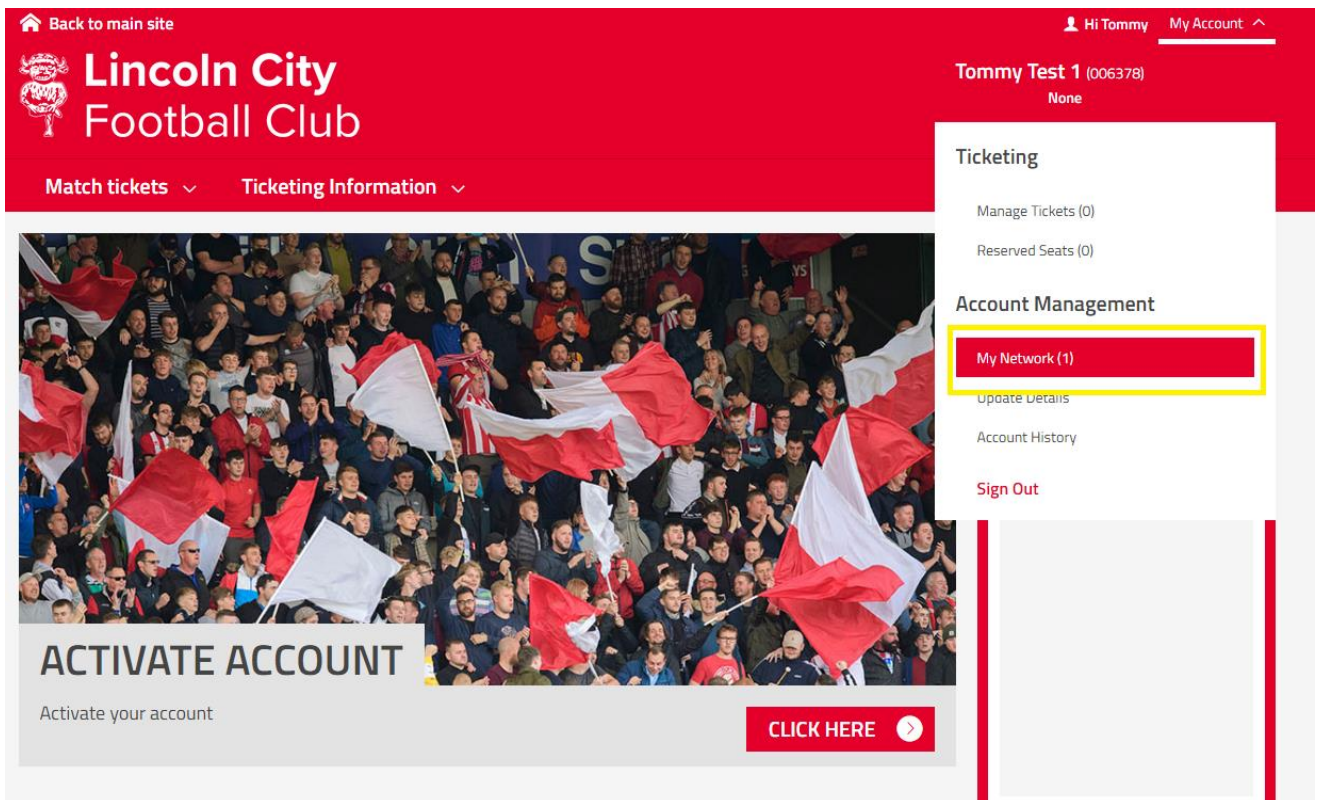
My Network is where all your friends and family are grouped together to allow you to renew or purchase season tickets/memberships/tickets on their behalf.

If you are renewing season tickets or memberships on behalf of others, then they will need to be added to your network in advance of purchasing.

*Please note: If you have account credit you will be required to sign into each account to use the credit. For example: If both yourself and a family junior have account credits to purchase the family junior season ticket using their credit you will need to sign into their account.*

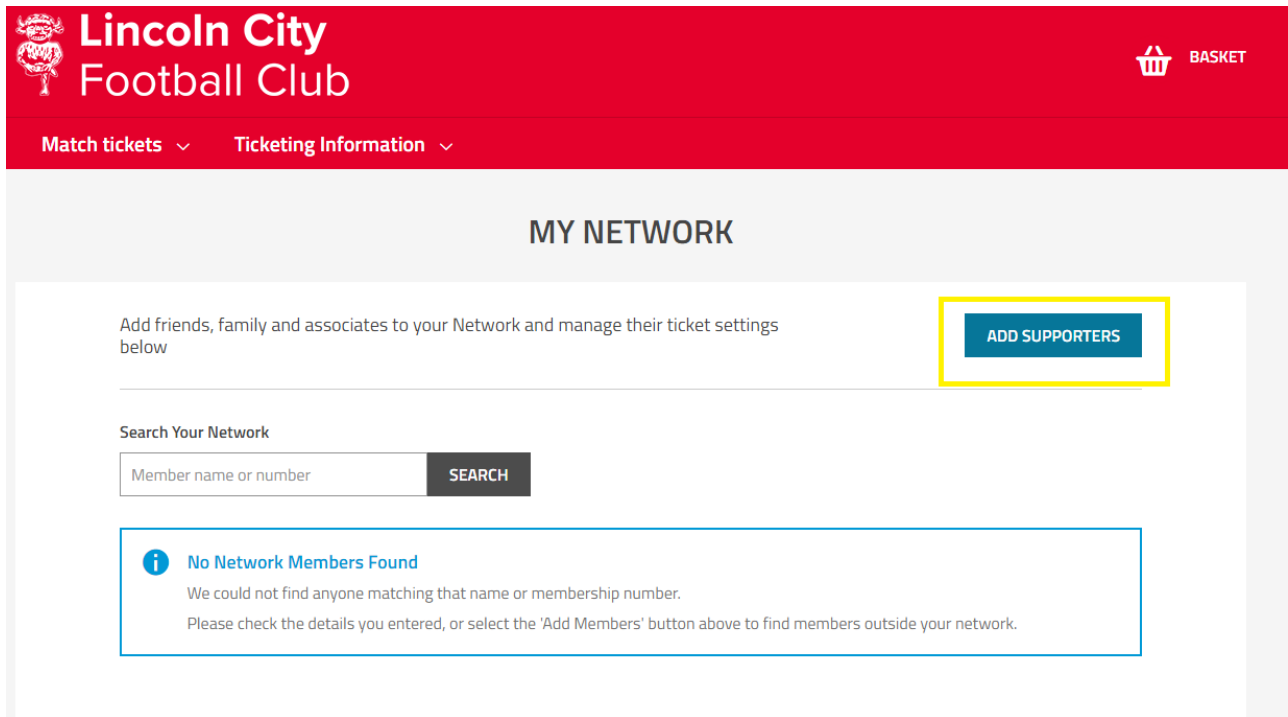
Other supporters can be added to your network in the sales process for Match and Membership sales.

- Select 'My Network' from the My account Menu towards the top right corner of the home page.

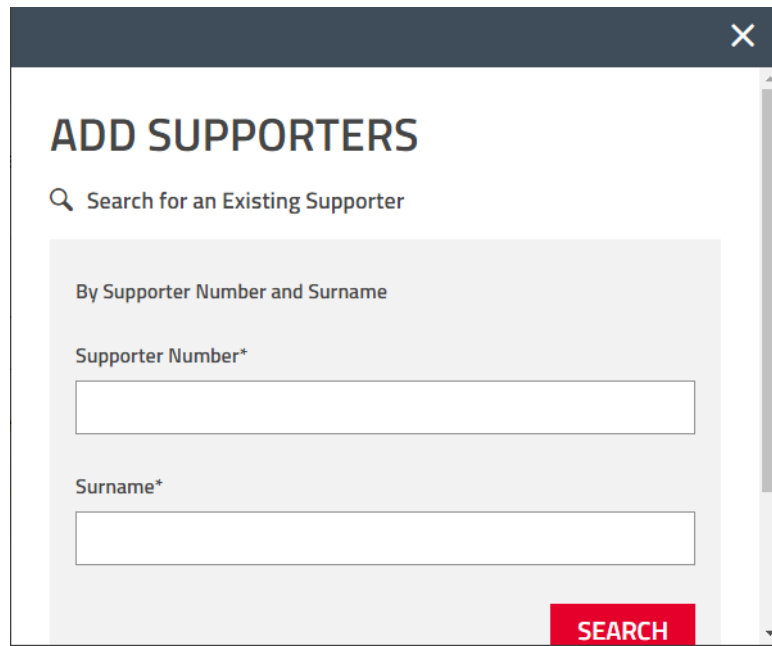


The screenshot displays the Lincoln City Football Club website interface. At the top, there is a red navigation bar with the club's logo and name, 'Lincoln City Football Club'. Below the logo, there are two menu items: 'Match tickets' and 'Ticketing Information'. On the right side of the red bar, there is a user profile section for 'Tommy Test 1 (006378)' with a 'None' status and a 'My Account' dropdown arrow. A white dropdown menu is open, showing options under 'Ticketing' (Manage Tickets (0), Reserved Seats (0)) and 'Account Management' (My Network (1), Update Details, Account History). The 'My Network (1)' option is highlighted with a yellow border. Below the dropdown, there is a 'Sign Out' link. The main content area features a large image of a crowd of fans waving red and white flags. At the bottom of this image, there is a white box with the text 'ACTIVATE ACCOUNT' and 'Activate your account', followed by a red button labeled 'CLICK HERE' with a right-pointing arrow.

- Select 'Add Supporters' and add in their supporter number and surname.



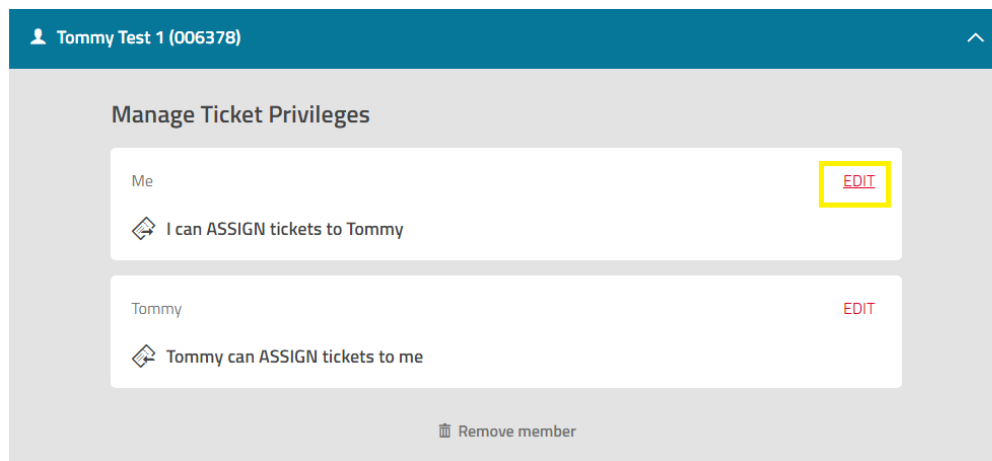
*If you are having problems adding friends and family to your network on a mobile device, please try adding from a desktop/laptop.*



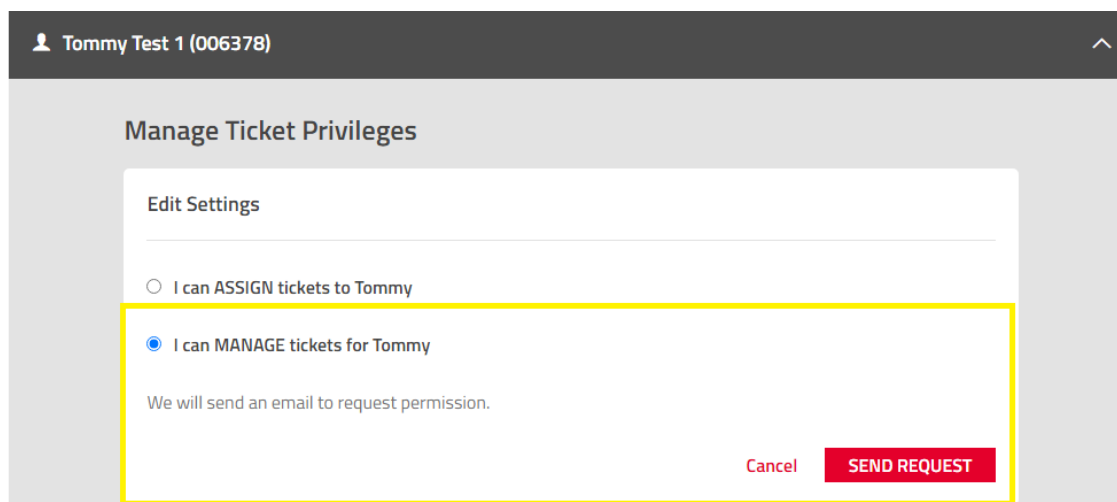
- They will now appear as part of YOUR current NETWORK.

- At this stage you can only assign tickets during the purchasing flow and should you want to be able to purchase their tickets on their behalf you must request manage permission.

To do this please select edit.



- Select the I can manage option for the supporter and select send request.



- Users will receive an email notifying them of the friends request to allow them to purchase tickets on their behalf.
- The user must then login to their online account and select my network option and then press accept request.