Account Manager Guide–Post Your Seats for Resale

1. Log into your online Account Manager by entering your email address and password
   *Note: If you do not remember your password, click “Forgot Password?” to reset it.

2. After you have logged in, click on the option that reads ‘My Broadway in Detroit’ and click my events

3. You will be directed to a page that lists all of your upcoming events. Please select the performance you would like to post for resale.
4. After you have selected the performance, select the “SELL” option.

5. Select the seat locations you would like to post for resale and click “Continue” at the bottom of the screen.
6. Create your seller profile by filling in all the required information.

7. Select the price per ticket for your resale post and click “Continue” at the bottom of the screen.
8. You will be directed to how you will be paid for your sale. Select “Bank Account” option, you will then be asked to provide the deposit account type, account number and routing number. Select “Submit Listing” to finalize your resale post.