## **Creating an Account on University Tickets**

All patrons will need to create an account on wm.universitytickets.com the first time they reserve tickets for an event. For subsequent reservations, patrons will be able to log in to their existing accounts.



Visit wm.universitytickets.com and click Log In/Register on the top right-hand side of the screen. A pop-up window will appear.

General Public							
	Log In	Register					
Registration is required so we can send your receipt and notify you of any changes to your events.							
	Email						
	Confirm Email						
	Password		•				
Recei	Receive email updates for upcoming events?						
	Yes	No					
Register as General Public							
	Student/Faculty/Staff? Click here.						

In the pop-up window, select the Register tab. W&M Students, Faculty, and Staff should click the link at the bottom of the pop-up window before entering their information. Enter your email, a password, and then click Register as General Public beneath the information boxes.

## Step 3

## Create Your Profile

ustomer Information	Change Password	🚍 Billing		:	Ship here? Yes		
irst Name Last	Name	First Name		Last Name			
mail		Address			Add 2nd Address		
Receive email updates for upcoming events?		Zip Code	City		State ON ~		
hone ###-##############################							
rganization							

On the next screen, fill in your personal information on the left-hand side under Customer Information and your billing information on the right-hand side under Billing. Once everything is filled in, confirm the information is correct and click Save at the bottom of the screen (not pictured). You may now proceed to making ticket reservations, or log out and make reservations at a later time.