



## Virtual Seat Upgrade Guide

## **Getting Started**



- Click the link in your email to be taken to your login page.
- You will be provided with your Account ID and Password.

## Seat Upgrade

Welcome, <b>Ticket Office</b> ticketoffice@royals.com Your current ticket produce	uct(s) and plan(s):			
<b>2024 Partial Plan 3</b> Your plan includes the	4 seats included following seats:	\$ 1,400.00	Relocation available	Start relocation
Section 421	Row J	Seat <b>5</b>	\$ 350	360 View
Section 421	Row J	Seat <b>6</b>	\$ 350	360 View
Section 421	Row J	Seat <b>7</b>	\$ 350	360 View
Section 421	Row J	Seat <b>8</b>	\$ 350	360 View

- After log-in, your current ticket packages and seat location will appear.
- To begin click 'Start relocation' (If you have multiple packages you will need to do this for each package you wish to relocate)
- Parking and/or Opening Day packages (Half and Partial plans) will not appear.





- On the next page select the seats you wish to upgrade by clicking 'Relocate' then 'Select New Seats'. (1)
- If you only wish to add new seats simply click 'Select new seats' in the bottom right. (2)
- To change plans, use the drop-down menu at the top of the page (3). Now click "choose this plan" in the lower right corner.
- You can also preview available inventory on this page. (4)



- You are now taken to the interactive map where your current seat location is highlighted in purple
- To view available inventory, click any surrounding section highlighted in blue.

#### Seat Map

Back			Change your plan:	2024 Partial Plan 3 🗸
Ticket				
	locating 2024 Partial	I Plan 3		
Select your new se	eats in the map.			
Discarded Seats (4	-)			^
Section 421	Ro	c wo	Seat 5	\$ 350
Section 421	Re	C we	Seat 6	\$ 350
Section 421	Ro	J C W	Seat 7	\$ 350
Section 421	Ro	C WO	Seat 8	\$ 350
Relocated Seats (4	/4)			^
Section 138	Row H	Seat 1	\$ 1,405	Remove
Section 138	Row H	Seat 2	\$ 1,405	Remove
Section 138	Row H	Seat 3	\$ 1,405	Remove
Section 138	Row H	Seat 4	\$ 1,405	Remove
Additional Seats (C	)/9)			^

- Click a section to view available seats highlighted in blue.
- Click on the seats you would like to upgrade into. You will see your new seats listed below your current location.
  - Click 'Confirm selection' once you are happy with your upgraded seats.
  - Note: Leaving a single open seat will result in an error message.

#### **Confirmation Page**

rent Seats				Seats	Being Acqu	ired		
Section	Row	Seat	Price		Section	Row	Seat	Price
421	J	5	\$ 350.00		138	н	1	\$ 1,405.00
421	Ĵ	б	\$ 350.00		138	н	2	\$ 1,405.00
421	J	7	\$ 350.00		138	н	3	\$ 1,405.00
421	J	8	\$ 350.00		138	н	4	\$ 1,405.00
Total: \$ 1,400.00						Tot	al: <b>\$</b> 5,620.00	
e due is for newly e any current bala	acquired sea	its only. This o eats being re	does not tained.	Your	adjusted sea	at amount	is listed be	How:
t relocation is a one-time opportunity. Once you click				New se	at location	amount:	\$ 5,620.00	
rve, your former seats will become available for other on ticket members, and you will not be allowed to make ther selection.		🊯 Balance	e for Seats	Being Ad	quired:	\$ 4,220.00		

- On the confirmation page you will see your current seats on the left and your new seats on the right.
- Click 'Reserve' and confirm your selection.
- Once your reservation is confirmed, click continue to payment in the lower righthand corner.

## Claiming your Reservation/Making Payment



- Your new seats have been placed on reservation in your account. To claim them and complete the process:
- Log in to your <u>My Royals Tickets</u> account.
- Enter your login information to be taken to the face of your My Royals account.
- After logging in, click Renew/Make Payments on the left-hand side.
- Now click "Renew" on the next page to advance.

#### Claiming your Reservation/Making Payment

10-Month Auto-Renewal Payment Plan

× PCKG-PARTIAL SEASON AT \$1,405.00	AISLE
Section	DUGOUT BOX 138
Row	н
Seat	1
3×PCKG-PARTIAL SEASON AT \$4,215.00	
Section	DUGOUT BOX 138
Row	н
Seat	2-4
3 Ballpark App - Instant Mobile Delivery	
3 Ballpark App - Instant Mobile Delivery very Details EDIT	
3 Ballpark App - Instant Mobile Delivery very Details EDIT eet Office	
B Ballpark App - Instant Mobile Delivery very Details EDIT ket Office MENT SCHEDULE	
3 Ballpark App - Instant Mobile Delivery very Details EDIT (et Office MENT SCHEDULE 'In Full Auto-Renewal CHANGE	1 55.640.00 of \$5.640.00
B Ballpark App - Instant Mobile Delivery very Details EDIT (et Office MENT SCHEDULE (In Full Auto-Renewal CHANGE (NATURE REQUIRED) AUTO RENEWS	DUE TODAY \$5,640.00 of \$5,640.00
B Ballpark App - Instant Mobile Delivery very Details EDIT ket Office MENT SCHEDULE IN FUIL Auto-Renewal CHANGE GNATURE REQUIRED AUTO-RENEVS have selected the Pay in Full payment tronic signature is required on the Auto	DUE TODAY \$5,640.00 of \$5,640.00 option and opted to auto renew your season ticket package for subsequent seasons. To finalize enrollment, your -Renewal Terms and Conditions before completing your purchase.
Ballpark App - Instant Mobile Delivery rery Details EDIT et Office MATUR REDULE IN Full Auto-Renewal CHANGE MATURE REQUIRED AUTO-RENEWS have selected the Pay in Full payment tronic signature is required on the Auto TODAY • \$5,640.00	DUE TODAY \$5,640.00 of \$5,640.00 option and opted to auto renew your season ticket package for subsequent seasons. To finalize enrollment, your -Renewal Terms and Conditions before completing your purchase.

E-SIGNATURE REQUIRED AUTO-RENEWS		
You have selected the 10-Month Payment Plan and op required on the Auto-Renewal Terms and Conditions	pted to auto renew your season package for subsequent seasons. To finalize enrollment, your e before completing your purchase.	lectronic signature is
Payment dates for your 2024 season package are as Installment 1: Due Now Installment 3: November 15, 2023 Installment 3: November 15, 2023 Installment 5: January 16, 2024 Installment 5: January 16, 2024 Installment 7: March 15, 2024 Installment 8: April 15, 2024 Installment 9: May 15, 2024 Installment 9: May 15, 2024	follows:	
PAYMENT 1 · DUE TODAY · \$582.00	PAYMENT 6 • FEB 15, 2024 • \$562.00	
PAYMENT 2 · DUE TODAY · \$562.00	PAYMENT 7 • MAR 15, 2024 • \$562.00	
PAYMENT 3 • DUE TODAY • \$562.00	PAYMENT 8 + APR 14, 2024 + \$562.00	
PAYMENT 4 • DUE TODAY • \$562.00	PAYMENT 9 . MAY 15, 2024 . \$562.00	
PAYMENT 5 • JAN 16, 2024 • \$562.00	PAYMENT 10 · JUN 14, 2024 · \$562.00	
		ORDER TOTA \$5,640.00 \$5,620.00 Ticket Total + \$20.00 Fer
ery charges displayed on this page are estimates only. otals will be displayed.	When you proceed to the cart, the actual delivery charges will be calculated and	TOTAL DUE TOD \$2,268.0 + Delivery Chan
	March 19-22 March 19-22	
	CONTIN	UE TO CHECKOUT

- On the next page choose a payment option for all orders listed (1).
- Select your payment plan by clicking the checkbox to the left of the plan (2). Make sure to select the same payment plan you had previously.
- Now click "Continue' to confirm your plan (3). Then click 'Continue to checkout' to advance to the next step. (4)

#### Claiming your Reservation/Making Payment

RDER #38607205	FINANCIAL SU	MMARY	
2024 PARTIAL PLAN 3	Tickets Total	\$5,620.00	
CKET DETAILS	2024 Service F	ees \$0.00	
1× PCKG-PARTIAL SEASON AT \$1,405.00 AISLE	Subtotal	\$5,620.00	
Section	DUGOUT BOX 138	-\$2,866.75	
Row	н		
Seat	1 TOTAL DUE	\$2,753.25	
	DUE TODA	r \$2,753.25	
3 × PCKG-PARTIAL SEASON AT \$4,215.00	Due Later	\$0.00	
Section	DUGOUT BOX 12		
Row		□ I AGREE TO THE FOLLOWING:	
DELIVERY METHOD MLB Ballpark App - Instant Mobile Delivery	Note: by enter checking out, y terms of the pa selected. You a shown on the d selected an aut agree that the j automatically d	NOTE: By entering credit card information and checking out, you agree to be bound by the terms of the payment plan that you have selected. You agree to pay the amounts shown on the dates indicated. If you have selected an auto debit payment plan, you agree that the payment card you enter will be automatically charged on the dates indicated.	
	for the amount	due on each installment date.	
PAYMENT SCHEDULE		: Sign	
Pay in Full Auto-Renewal E-signAture Required Auto-Renews You have selected the Pay in Full payment option and opted to auto subsequent seasons. To finalize enrollment, your electronic signatu Conditions before completing your purchase.	o renew your season ticket package for re is required on the Auto-Renewal Terms and Documents n	below you will be redirected 1. The payment plan you iires agreement to its terms s where you can e-sign to r purchase. eeded to sign: 1 of 1	
DUE TODAY • \$2,753.25		CHECKOUT	

- You are now ready to checkout. Any payments made for your original seats will be applied as credit. (1)
- If there is no card on file, scroll to the bottom of the page and add your preferred method of payment.
- Agree to the terms and conditions (2), and click 'checkout'.

# Parking/Opening Day

• If you are upgrading plans and need to switch your parking and/or Opening Day package to match, please contact the Membership Services Department either by phone or email during your appointment window.



## Contact Us

 For any additional questions contact your Membership Account Executive directly or our Membership Services Department at (816) 504-4040, option 3, or seasonticketmember@royals.com.