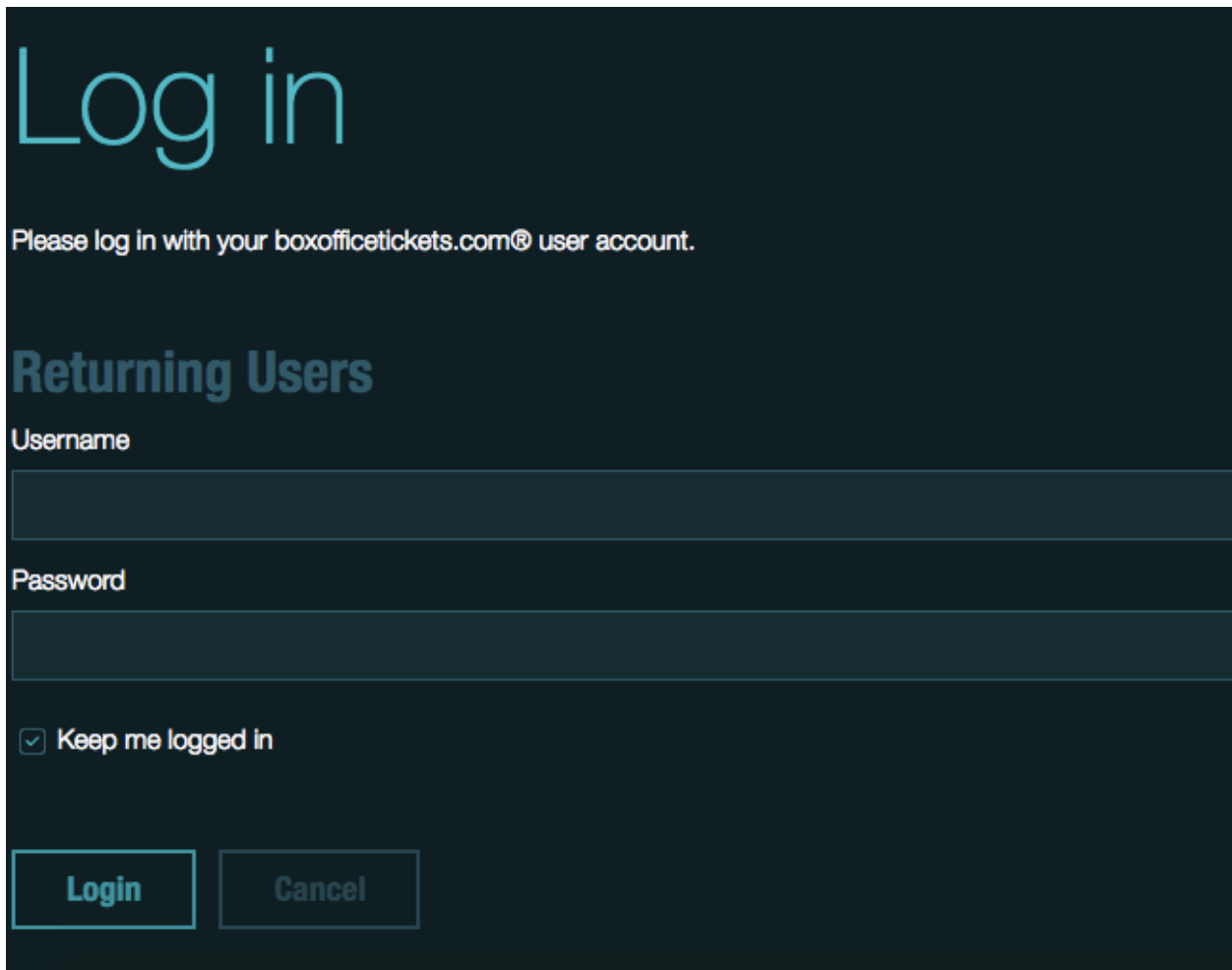
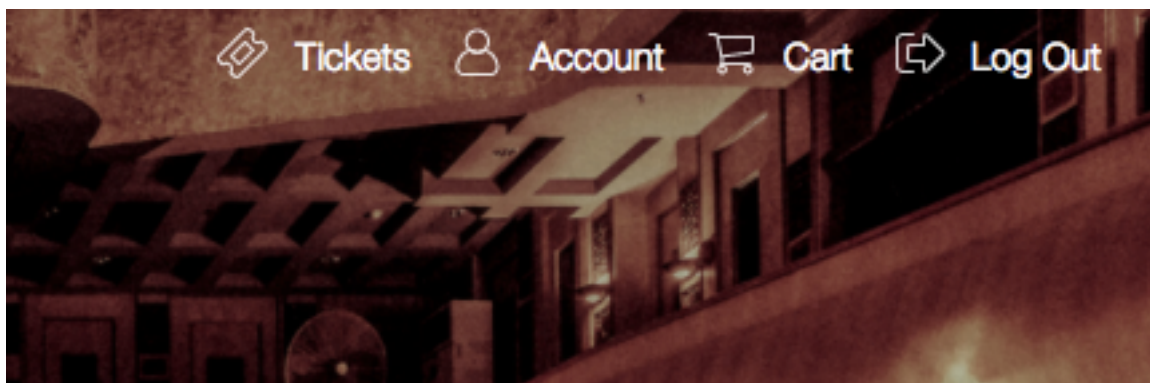


1. Log into your account at boxofficetickets.com using the email address and password you supplied.



The image shows a dark-themed login page for Box Office Tickets. At the top, the text "Log in" is displayed in a light blue font. Below this, a message reads "Please log in with your boxofficetickets.com® user account." The page is titled "Returning Users" in a bold, light blue font. There are two input fields: "Username" and "Password". Below the password field is a checkbox labeled "Keep me logged in" which is checked. At the bottom, there are two buttons: "Login" and "Cancel".

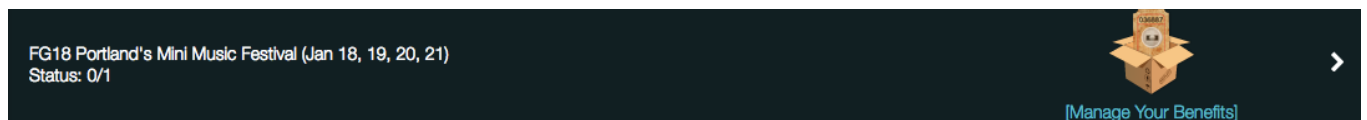
2. Click on the “Tickets” icon, located at the top of the page.



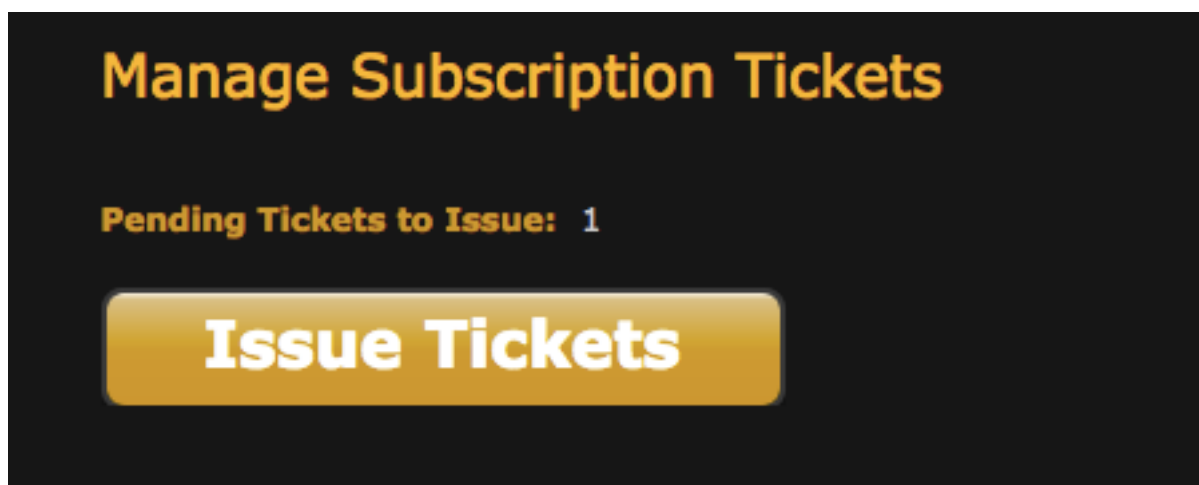
3. Scroll down to the “Current Subscriptions & Benefits” section.



4. Select the “Manage Benefits” icon for the production for which you’d like to reserve your seats.

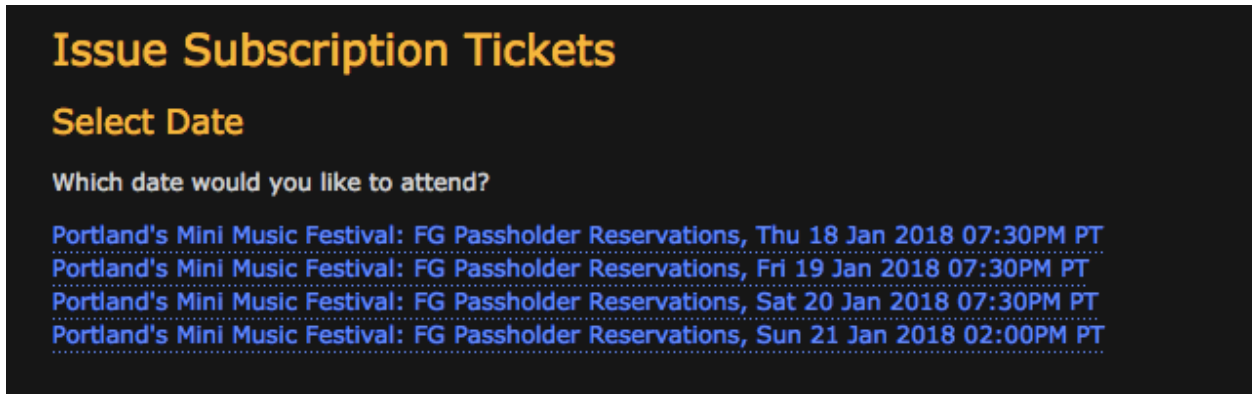


5. On the next screen, select “Issue Tickets”



6. If applicable, select number of tickets.

7. Select the date you would like to attend. *Note: if a show does not appear on the list, it means that passholder reservations are no longer available for this performance on this date. For-sale tickets may be available, however.*



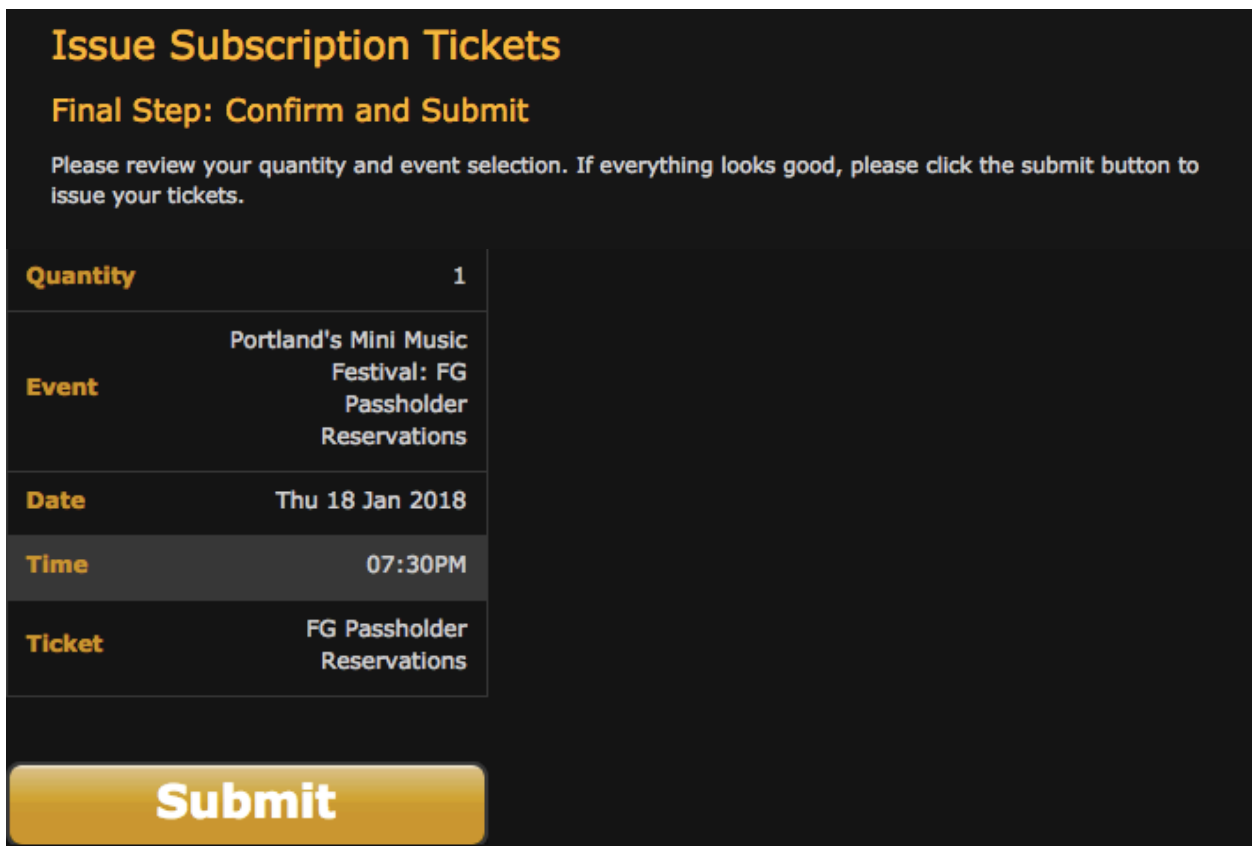
Issue Subscription Tickets

Select Date

Which date would you like to attend?

- [Portland's Mini Music Festival: FG Passholder Reservations, Thu 18 Jan 2018 07:30PM PT](#)
- [Portland's Mini Music Festival: FG Passholder Reservations, Fri 19 Jan 2018 07:30PM PT](#)
- [Portland's Mini Music Festival: FG Passholder Reservations, Sat 20 Jan 2018 07:30PM PT](#)
- [Portland's Mini Music Festival: FG Passholder Reservations, Sun 21 Jan 2018 02:00PM PT](#)

8. Click “Submit” to generate your order.



Issue Subscription Tickets

Final Step: Confirm and Submit

Please review your quantity and event selection. If everything looks good, please click the submit button to issue your tickets.

Quantity	1
Event	Portland's Mini Music Festival: FG Passholder Reservations
Date	Thu 18 Jan 2018
Time	07:30PM
Ticket	FG Passholder Reservations

Submit

**Please print your pass receipt from Box Office Tickets.
Please also print the email confirmation for your show
reservations. Producers will be checking passes and IDs
at the door.**