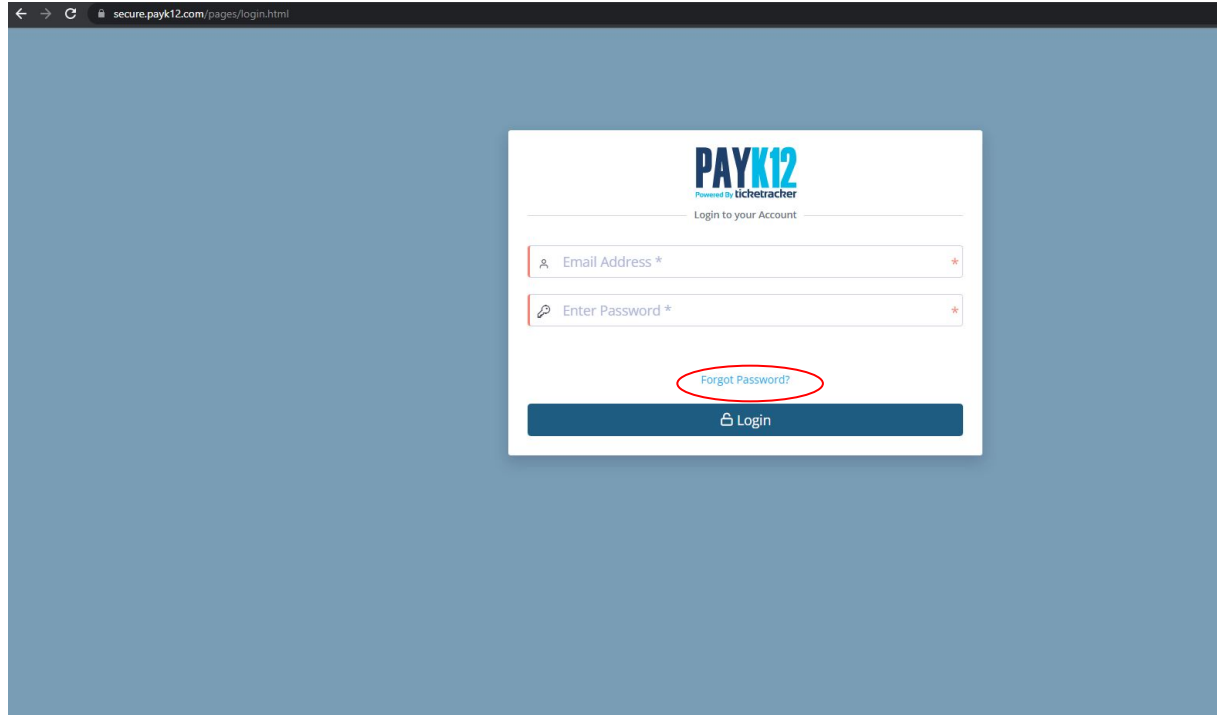# Step-By-Step Instructions for Online Renewal

- Go to secure.payk12.com/pages/login.html and login to your account
- If you do not remember your account information, use the "Forgot Password?" option. You will want to type in the email used for your season tickets last year. You will then receive an email to reset your password.

- Click your name in the top right corner then click "MY ACCOUNT"

- Next you will click "TICKETS & PASSES". Then Scroll down to the "Passes" section at the bottom of the page.

Hello, Brandon!

Your Orders
View your order history

Profile & Security
Edit name or email address change password

Tickets & Renewals
Redeem tickets or renew passes

🎟 Passes

Search: _____

PASS	↑↓	EXPIRES ON	↑↓		
2021 Season Pass **Pass #1** Purchased 02/10/2022 Seat 1, Section R, Row 2		12/15/2022		❶ 17 Days Left to Renew	Renew → 🔒 Get Pass ∨ ↗ Sharing Settings ∨
2021 Season Pass **Pass #2** Purchased 02/10/2022 Seat 2, Section R, Row 2		12/15/2022		❶ 17 Days Left to Renew	Renew → 🔒 Get Pass ∨ ↗ Sharing Settings ∨
2021 Season Pass **Pass #3** Purchased 02/10/2022 Seat 3, Section R, Row 2		12/15/2022		❶ 17 Days Left to Renew	Renew → 🔒 Get Pass ∨ ↗ Sharing Settings ∨

- You will see a "RENEW" button to the right of each pass you own. Click "RENEW".

- If you have multiple passes, click "RENEW" then "CONTINUE SHOPPING" to renew another pass and place it in your cart.

- Once you are ready to checkout, click "Checkout"
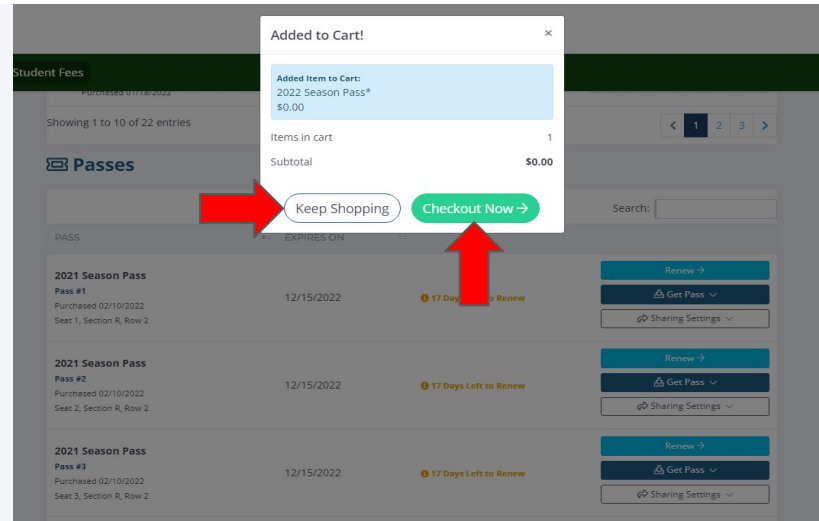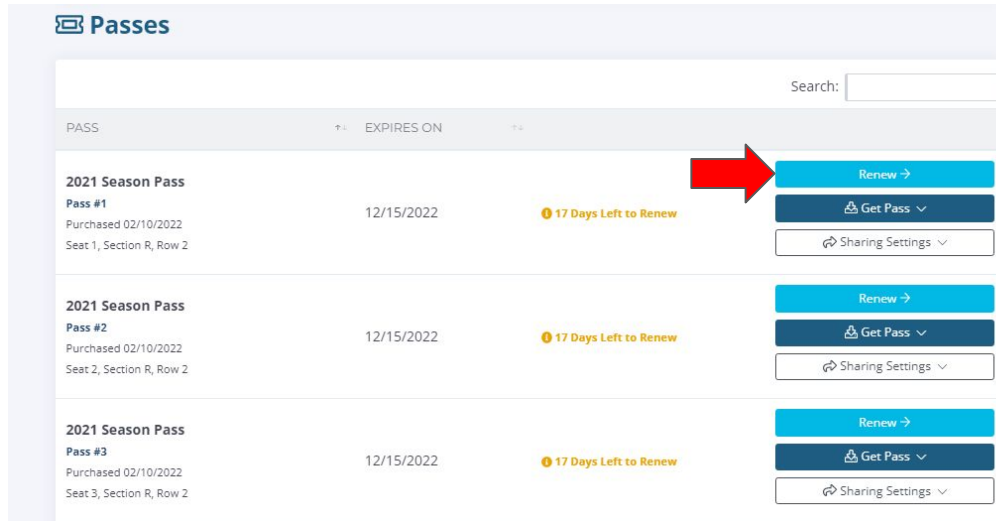
- Now you will check out and pay for your renewals. Type in your card information. Do not put any dashes or spaces in between your credit/debit card number.

- When you are done purchasing your passes, click your name in the top right corner and click "MY ACCOUNT". Go back to "Tickets & Renewals" and you will see your new Season Passes.
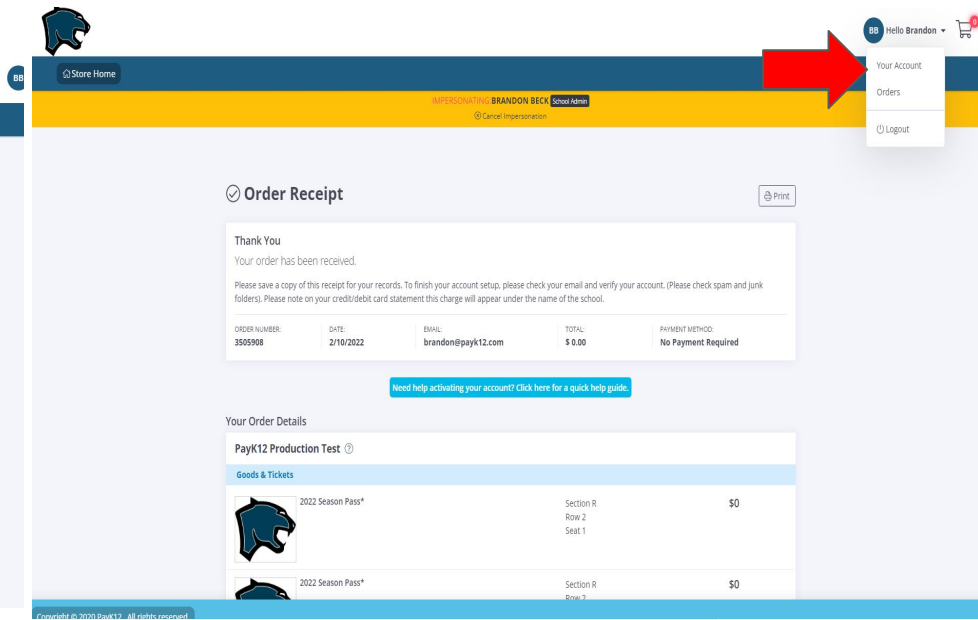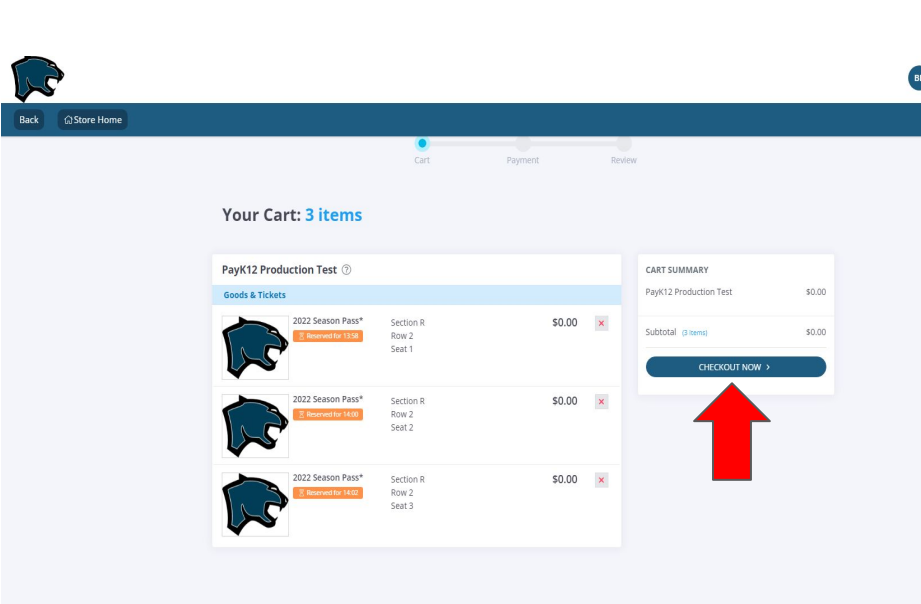
- Please Note: The option to renew your season passes will not appear until renewal season starts. If you login before then and try to renew, the option will not be available.

- If you have any questions please contact 888-478-5273 ext. 303 or support@payk12.com