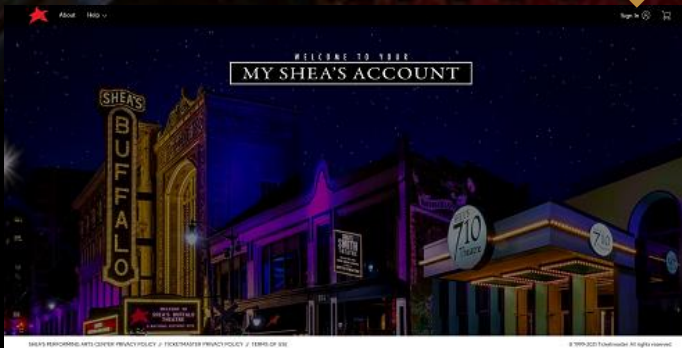
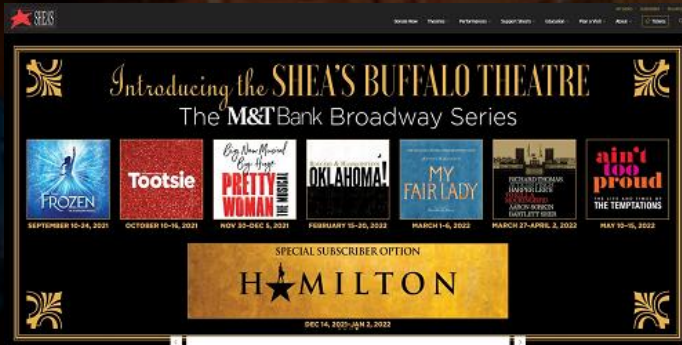


Invoices
In Your MY SHEA'S Account
On Your Desktop Computer

1. Go to our website at [Sheas.org](https://sheas.org) and click on **MY SHEA'S** in the upper-right corner.



2. Once the welcome page has loaded, click the **Sign In** icon in the upper-right corner.

Sign In to Shea's Performing Arts Center
Powered by *ticketmaster*

Important Account Update

You can now use the same email and password for both your Shea's Performing Arts Center ticket account and your Ticketmaster account.

Shea's Performing Arts Center ticket holder? Use your existing email to sign in and update your password if prompted.

New here? Use your Ticketmaster email and password.

[Learn More](#)

Email Address

Password [SHOW](#)

☐ Remember Email [Forgot Password?](#)

By continuing past this page, you agree to the [Terms of Use](#) and understand that information will be used as described in both the [Ticketmaster Privacy Policy](#) and [Shea's Performing Arts Center Privacy Policy](#).

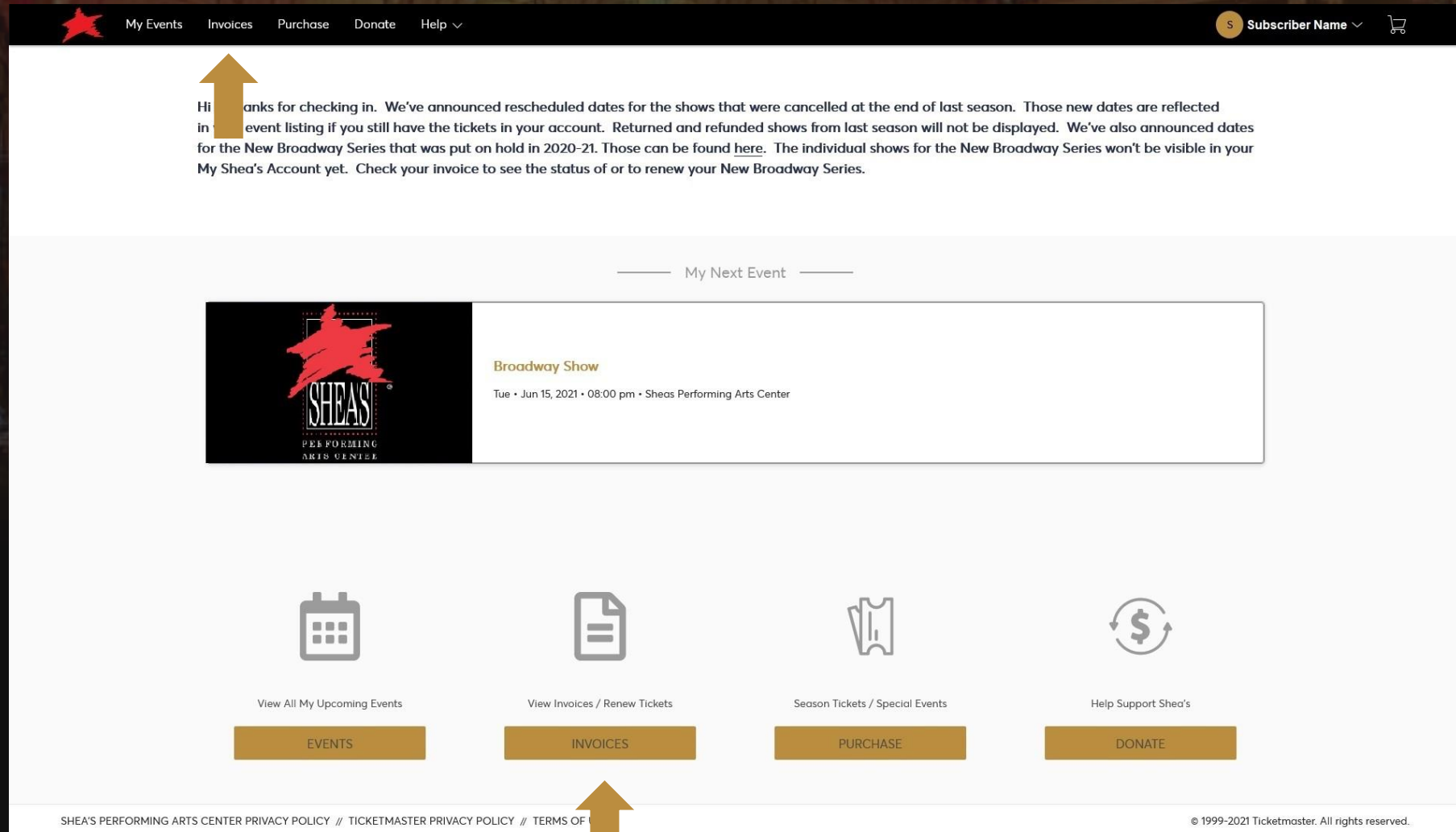
New to Ticketmaster? [Sign Up](#) [Sign In](#)

3. This is the Sign In screen that will pop up when you log into your MY SHEA'S Account.

Please enter the email and password associated with your account. If you are not sure of your account log-in, please [contact the Shea's Box Office](#).

Click **Sign In** when you are ready.

4. Welcome to your MY SHEA'S Account! To make payments and manage invoices, you can click **Invoices** from the top or bottom of your screen.



The screenshot displays the MY SHEA'S Account interface. At the top, a dark navigation bar contains a red star logo, links for 'My Events', 'Invoices', 'Purchase', 'Donate', and 'Help', a subscriber name with a dropdown arrow, and a shopping cart icon. Below this, a white banner area contains a welcome message and a 'My Next Event' section featuring a 'Broadway Show' on June 15, 2021. The main content area has four large, gold-colored buttons: 'EVENTS', 'INVOICES', 'PURCHASE', and 'DONATE'. Each button is preceded by an icon (calendar, document, ticket, and dollar sign with a circular arrow) and a descriptive label. The 'INVOICES' button is highlighted with a gold arrow pointing to it from below. At the bottom, a footer contains links to privacy policies and terms of service, and a copyright notice for Ticketmaster.

My Events Invoices Purchase Donate Help ▾

S Subscriber Name ▾

Hi [Name], thanks for checking in. We've announced rescheduled dates for the shows that were cancelled at the end of last season. Those new dates are reflected in the event listing if you still have the tickets in your account. Returned and refunded shows from last season will not be displayed. We've also announced dates for the New Broadway Series that was put on hold in 2020-21. Those can be found [here](#). The individual shows for the New Broadway Series won't be visible in your My Shea's Account yet. Check your invoice to see the status of or to renew your New Broadway Series.

My Next Event

Broadway Show
Tue • Jun 15, 2021 • 08:00 pm • Sheas Performing Arts Center

View All My Upcoming Events
EVENTS

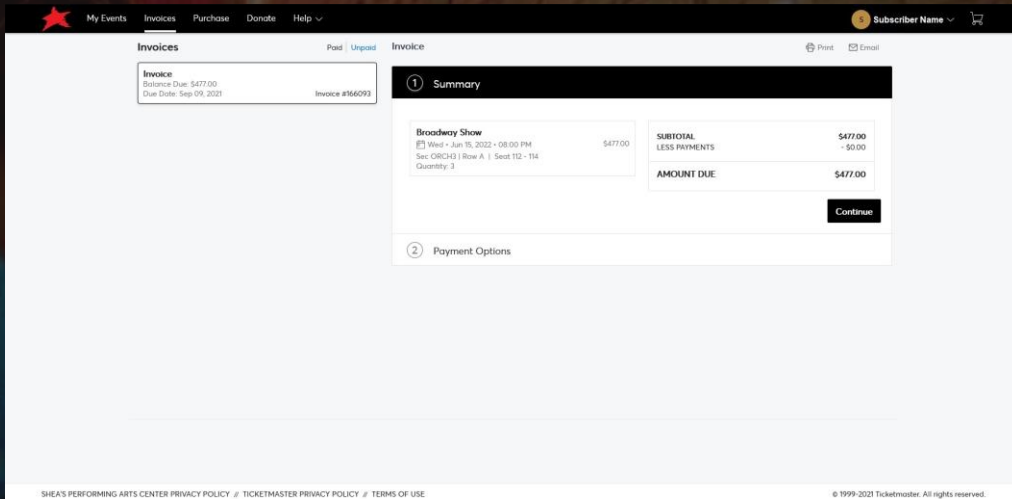
View Invoices / Renew Tickets
INVOICES

Season Tickets / Special Events
PURCHASE

Help Support Shea's
DONATE

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Invoices | Paid | Unpaid | Invoice | Print | Email

Invoice
Balance Due: \$477.00
Due Date: Sep 09, 2021
Invoice #166093

1 Summary

Broadway Show
Wed - Jun 15, 2022 - 08:00 PM
Sec ORCH3 | Row A | Seat 112 - 114
Quantity: 3
\$477.00

SUBTOTAL	\$477.00
LESS PAYMENTS	-\$0.00
AMOUNT DUE	\$477.00

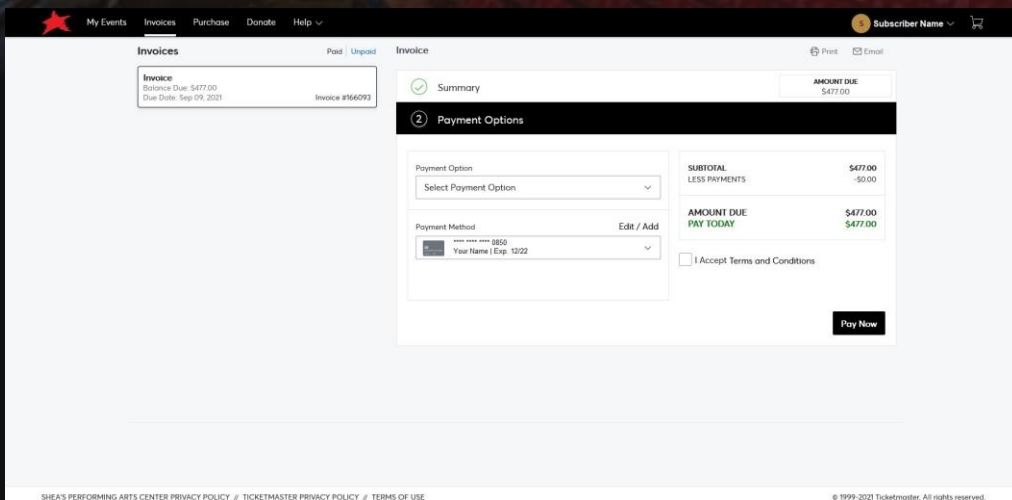
Continue

2 Payment Options

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5. Here, you can review the details of your unpaid invoice including title of show, date and time, number of tickets and seating location, as well as the amount due.

To view your Payment Options, click **Continue**.



Invoices | Paid | Unpaid | Invoice | Print | Email

Invoice
Balance Due: \$477.00
Due Date: Sep 09, 2021
Invoice #166093

Summary | **AMOUNT DUE: \$477.00**

2 Payment Options

Payment Option
Select Payment Option

Payment Method | Edit / Add
**** * 0850
Your Name | Exp: 12/22

SUBTOTAL	\$477.00
LESS PAYMENTS	-\$0.00
AMOUNT DUE	\$477.00
PAY TODAY	\$477.00

☐ I Accept Terms and Conditions

Pay Now

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6. If you have a card on file, it will be auto-populated. If you do not have a card on file, would like to choose a different card, or need to update your card information, you can click **Edit / Add**. Otherwise, click **I Accept Terms and Conditions** and then **Pay Now**.

Add Payment Method

< Back **Add New Credit or Debit Card**

First Name on Card * Last Name *

Card Number *

Expiration Date * Zip Code

☐ Use billing address on this account

Street Address 1 *

Street Address 2

Country

Cancel Save

Edit / Add Payment Method

< Back **Edit a credit or debit card**

First Name on Card * Last Name *

Card Number *

Expiration Date * Zip Code

☐ Use billing address on this account

Street Address 1 *


Street Address 2


Country

Cancel Save

7. If you would like to update your method of payment, you can choose to either **Add New Credit or Debit Card** or **Edit | Remove**. Tickets must be paid in full before they can be managed.

Edit / Add


Add New Credit Or Debit Card

 **** * 0850 **Edit | Remove**
Your Name | Exp. 12/22

Not Now

Flip between
Paid and **Unpaid**
invoice history.

You can also
Print or **Email**
your invoice.

The screenshot shows the Ticketmaster Invoices page. A red star logo is in the top left. The navigation bar includes 'My Events', 'Invoices' (highlighted), 'Purchase', 'Donate', and 'Help'. A large orange arrow points from the text 'Flip between Paid and Unpaid invoice history.' to the 'Paid' and 'Unpaid' tabs. The 'Invoices' section has a sub-header 'Invoices' and two tabs: 'Paid' (active) and 'Unpaid'. Below the tabs is a box containing 'Invoice', 'Balance Due: \$0.00', 'Due Date: Sep 09, 2021', and 'Invoice #166092'. To the right is a 'Summary' section with a black header. It contains two boxes: one for 'Broadway Show' with details 'Wed • Jun 15, 2022 • 08:00 PM', 'Sec ORCH3 | Row A | Seat 112 - 114', 'Quantity: 3', and '\$0.00'; and another for 'SUBTOTAL' and 'LESS PAYMENTS' both at '\$0.00', and 'AMOUNT DUE' at '\$0.00'. In the top right, 'Subscriber Name' with a dropdown arrow and a shopping cart icon are visible. Two orange arrows point from the text 'You can also Print or Email your invoice.' to 'Print' and 'Email' icons. The footer contains links for 'SHEA'S PERFORMING ARTS CENTER PRIVACY POLICY', 'TICKETMASTER PRIVACY POLICY', and 'TERMS OF USE', along with a copyright notice '© 1999-2021 Ticketmaster. All rights reserved.'

My Events Invoices Purchase Donate Help ▾

Subscriber Name ▾

Invoices Paid Unpaid Invoice

Print **Email**

Invoice
Balance Due: \$0.00
Due Date: Sep 09, 2021
Invoice #166092

Summary

Broadway Show
Wed • Jun 15, 2022 • 08:00 PM
Sec ORCH3 | Row A | Seat 112 - 114
Quantity: 3
\$0.00

SUBTOTAL \$0.00
LESS PAYMENTS - \$0.00
AMOUNT DUE \$0.00

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You can download a copy of your invoice as a .pdf file or send it to your printer to have a printed copy.



1 of 1

Automatic Zoom

Invoice

BALANCE DUE: \$0.00
DUE DATE: 09/09/2021
INVOICE #166092

Account Details

Subscriber Name

Street Address

City, ST, 11111

emailaddress@email.com

+17161234567

Account ID #1234567

PAYMENT OPTION:

LESS PAYMENTS :

AMOUNT DUE :

Pay in Full

- \$0.00

\$0.00

Invoice Details

Broadway Show

Wed • Jun 15, 2022 • 08:00 PM


Sec ORCH3 | Row A | Seat 112 - 114

QTY: 3

\$0.00

You will receive an automatic confirmation that a copy of your invoice has been sent to the account holder's email address.

Confirmation




Your Invoice has been sent!

Check your email for a copy of your Invoice.

Close

Your Invoice Details

Inbox x



Sheas <noreply@ticketmaster.com>

to me

Shea's Performing Arts Center

AccountManager

Invoice

by ticketmaster

Hi Subscriber

[Account # 1234567]

Here is a summary of your purchase.

For a printable version of your invoice and terms, please visit your [online account](#)

INVOICE SUMMARY

Total Invoice Amount:

\$0.00

Payment Plan:


None

Credit Card:

None

Amount Due:

\$0.00

QUANTITY	DESCRIPTION	TOTAL COST
3	Broadway Show Sec ORCH3 Row A Seat 112 - 114	\$0.00
	Subtotal:	\$0.00
	Less Payments/Credits:	(-\$0.00)
	Balance:	\$0.00

MY ACCOUNT

HOW TO:



Buy Tickets



Claim Tickets



Download MY SHEA'S App



Transfer Tickets

FAQ:

① I don't see an invoice in my account.

Invoices have to be created before they can be viewed in MY SHEA'S Account. [Contact the Shea's Box Office](#) if you believe you should have an invoice showing in your account.

② What methods of payment are accepted?

The MY SHEA'S Account accepts Visa, Mastercard, American Express, and Discover cards. If you would like to put a check or another payment type towards your amount due, please [contact the Shea's Box Office](#).

③ Can I set up a payment plan?

Currently, payment plans are only offered for our season subscription plans. For our [groups](#), we do offer split payment options. If you need assistance with a payment, please [contact the Shea's Box Office](#).

④ How do I email the invoice to someone else?

The invoice is automatically emailed to the account holder. But you are welcome to forward the email or to download the .pdf file and email it as an attachment.

⑤ Should I see an invoice for all shows?

Invoices are primarily used for instances of unpaid tickets in an account such as pre-populating season renewals for our subscribers to easily renew their seats for a new season, and for our group sales.