

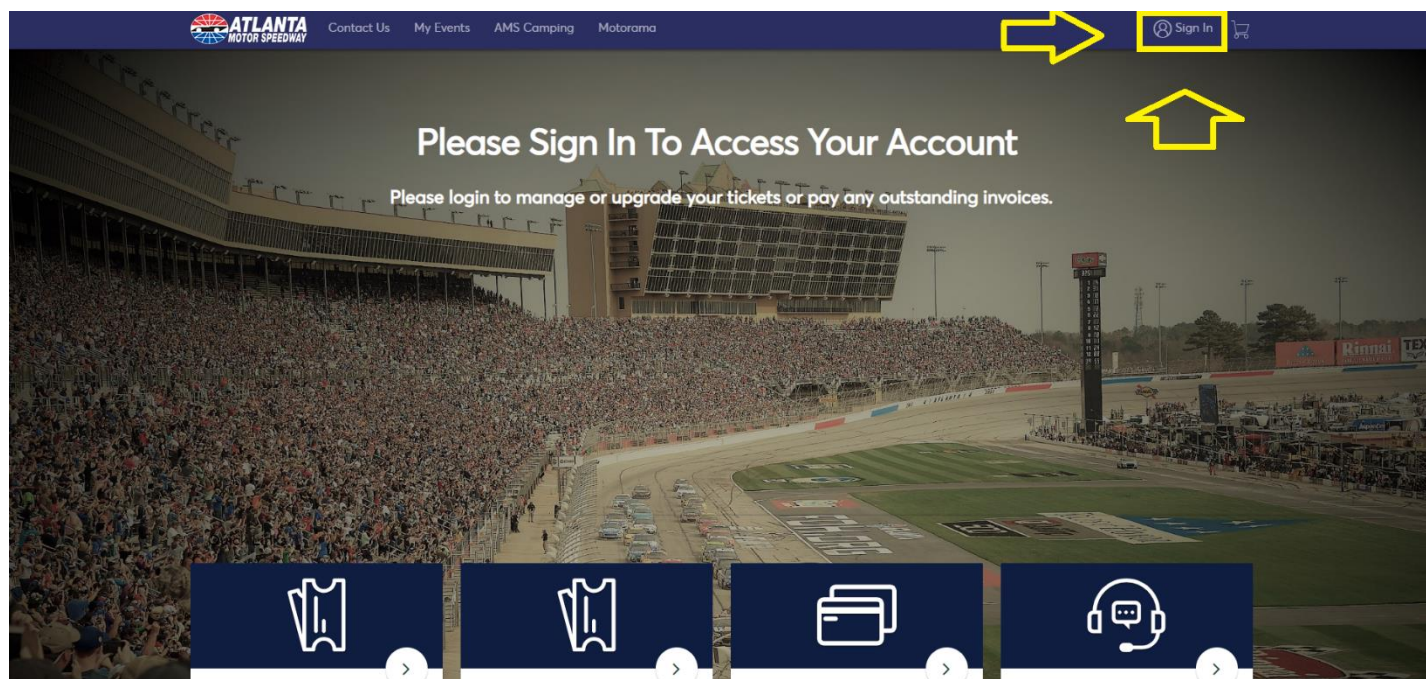
# How to Transfer Tickets via a Desktop Computer

**STEP 1:** Go to [www.atlantamotorspeedway.com](http://www.atlantamotorspeedway.com) , hover your mouse over “TICKETS” at the top of the page. A dropdown will appear. Please select “My Account”.

OR go directly to this link → <https://am.ticketmaster.com/ams/#/>

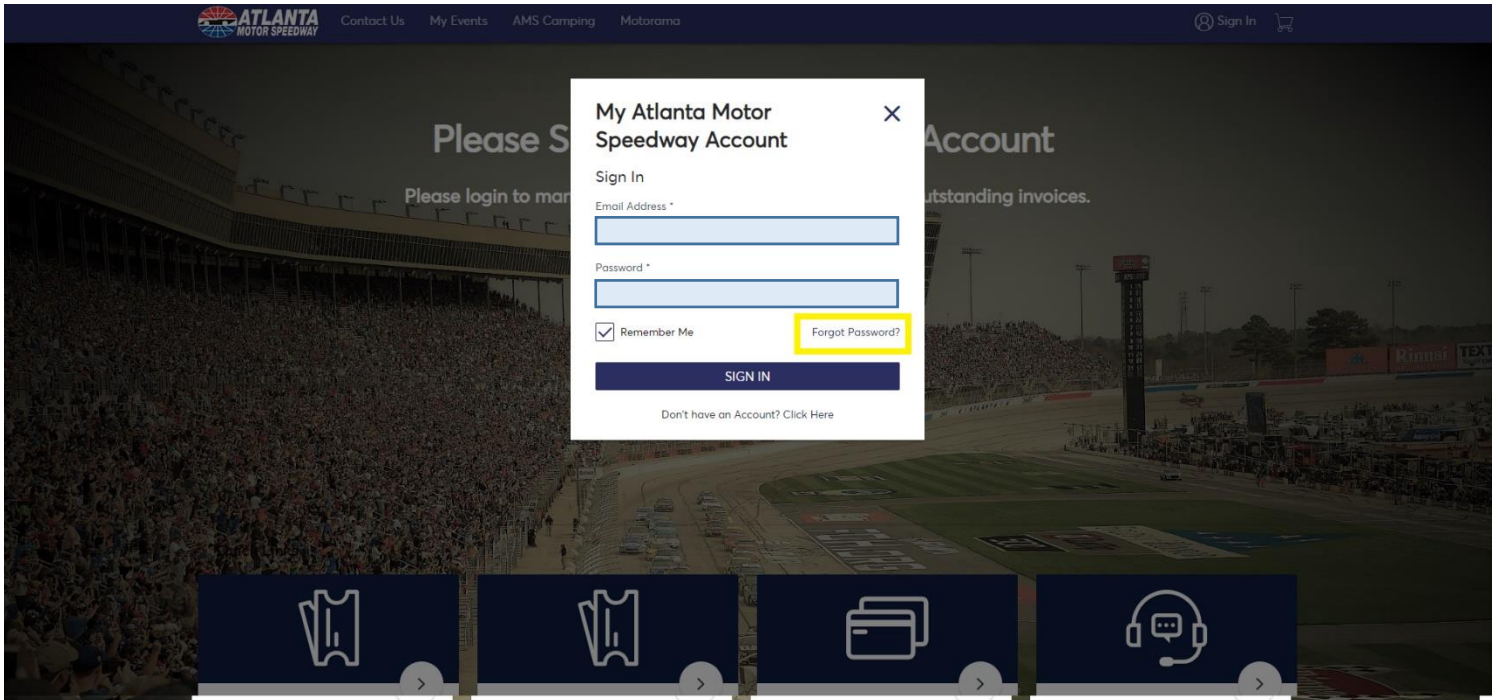


**STEP 2:** The screen below will appear. Select “Sign In” to log into your account if you are not already logged in.

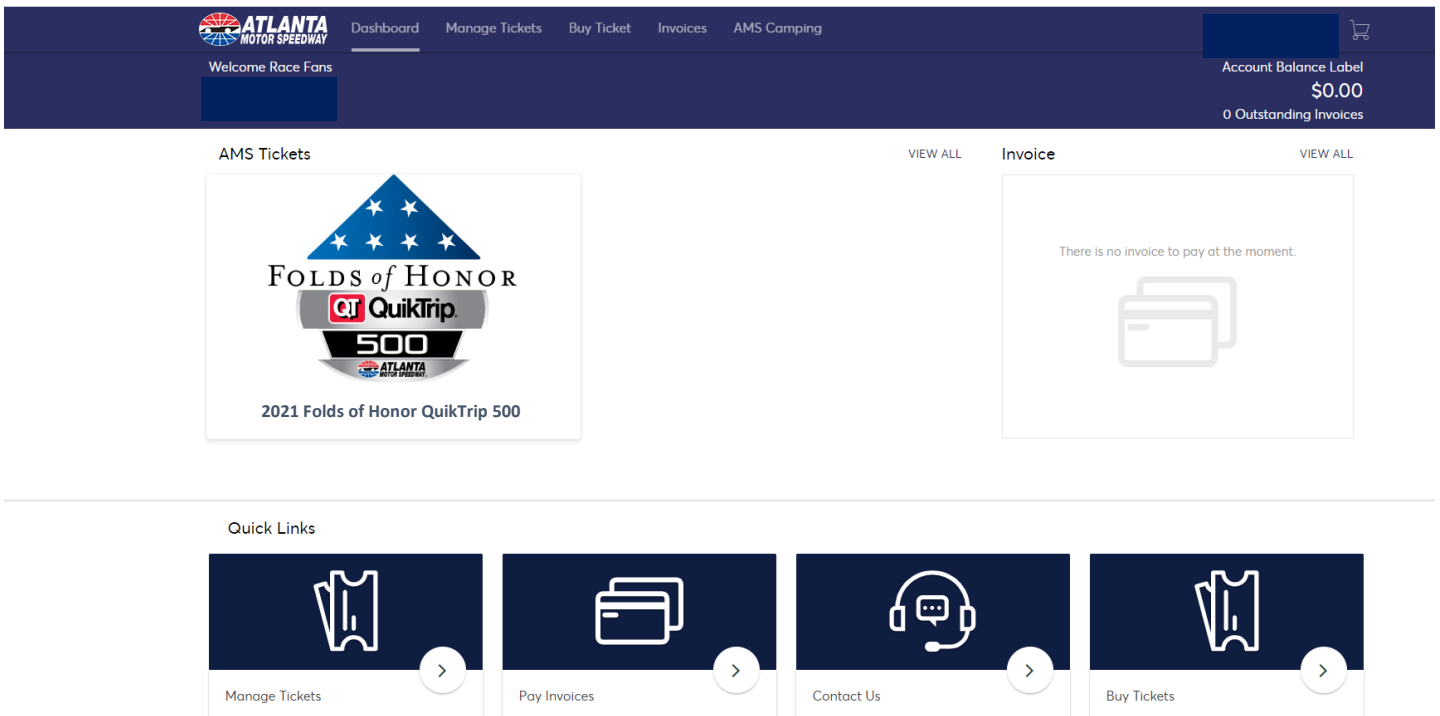


**STEP 3:** After clicking “Sign In”, you will be asked to enter your email associated with your AMS Ticket Account and the password you have set.

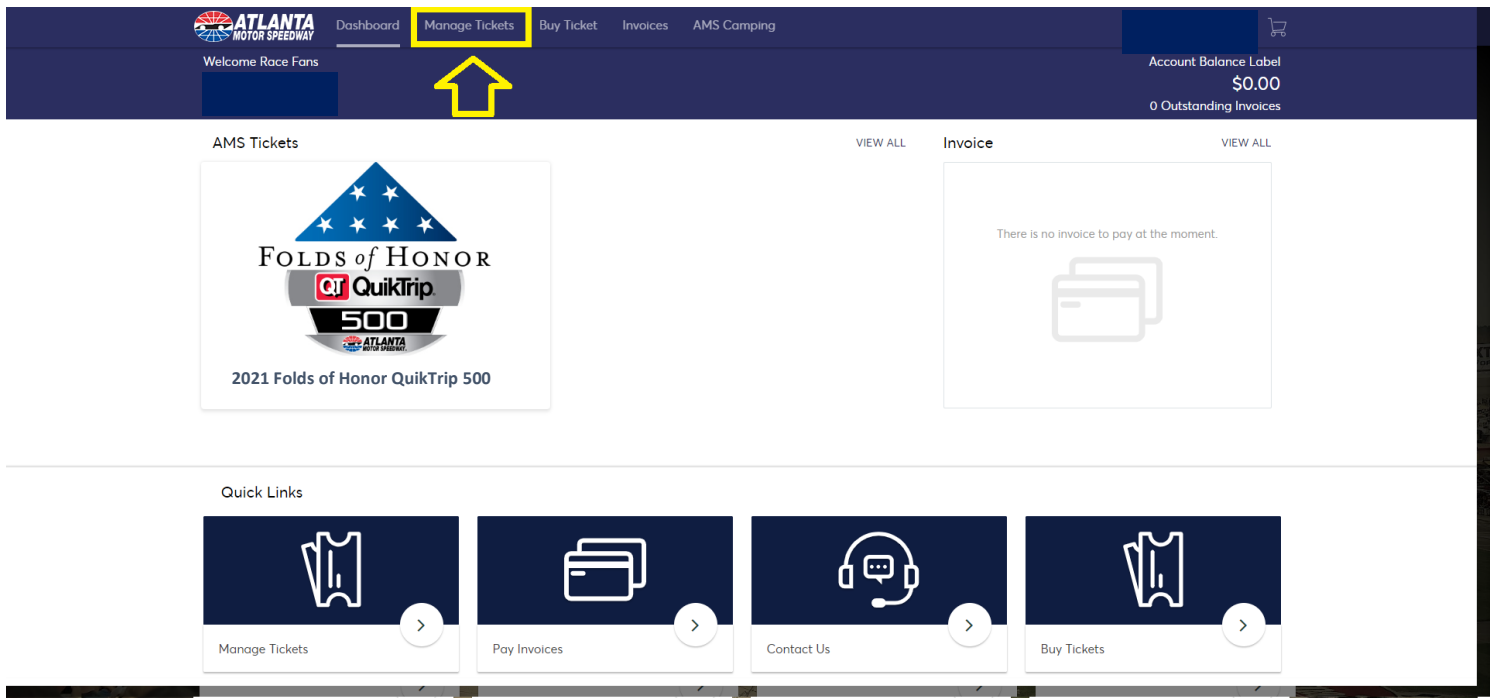
*NOTE: If you do not remember your password, simply click “Forgot Password” and a new, temporary password will be sent to your email right away.*



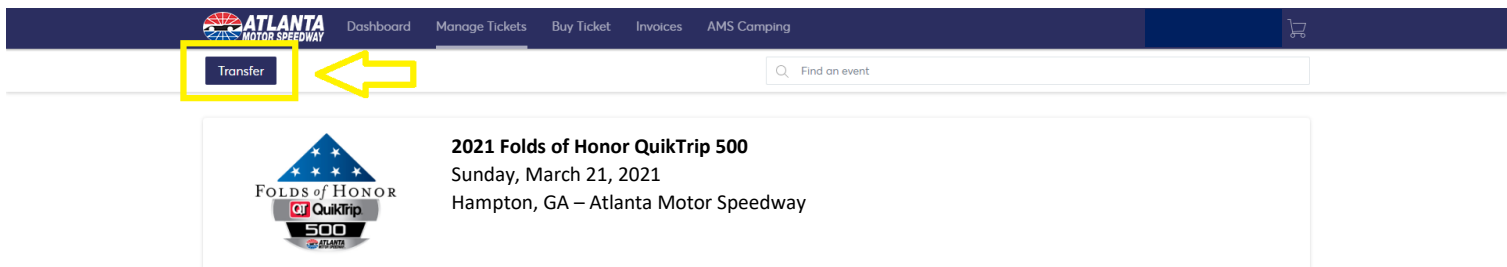
**STEP 4:** Once you are signed in, you will see the screen below showing your AMS Tickets.



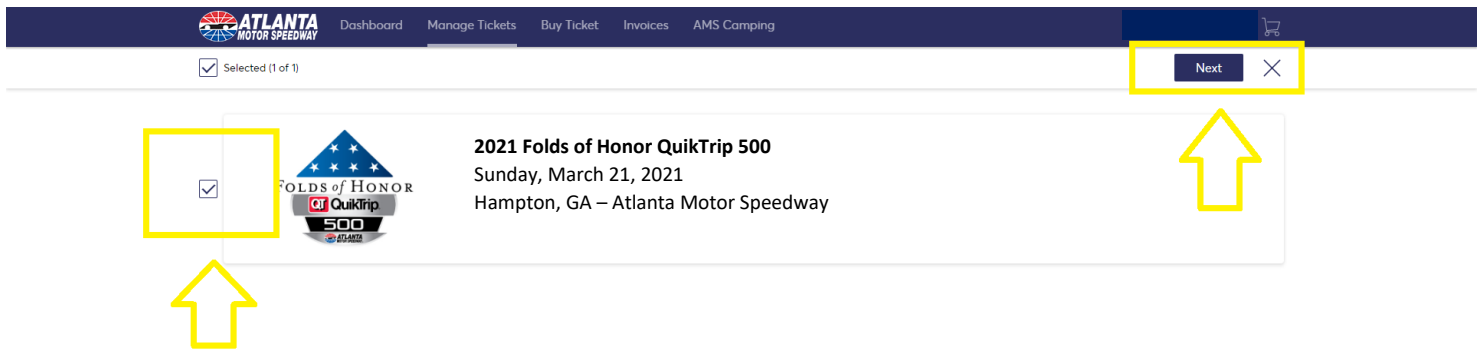
**STEP 5:** To Transfer your tickets, you will need to select “Manage Tickets” at the top of the screen.



**STEP 6:** Select the “Transfer” button.

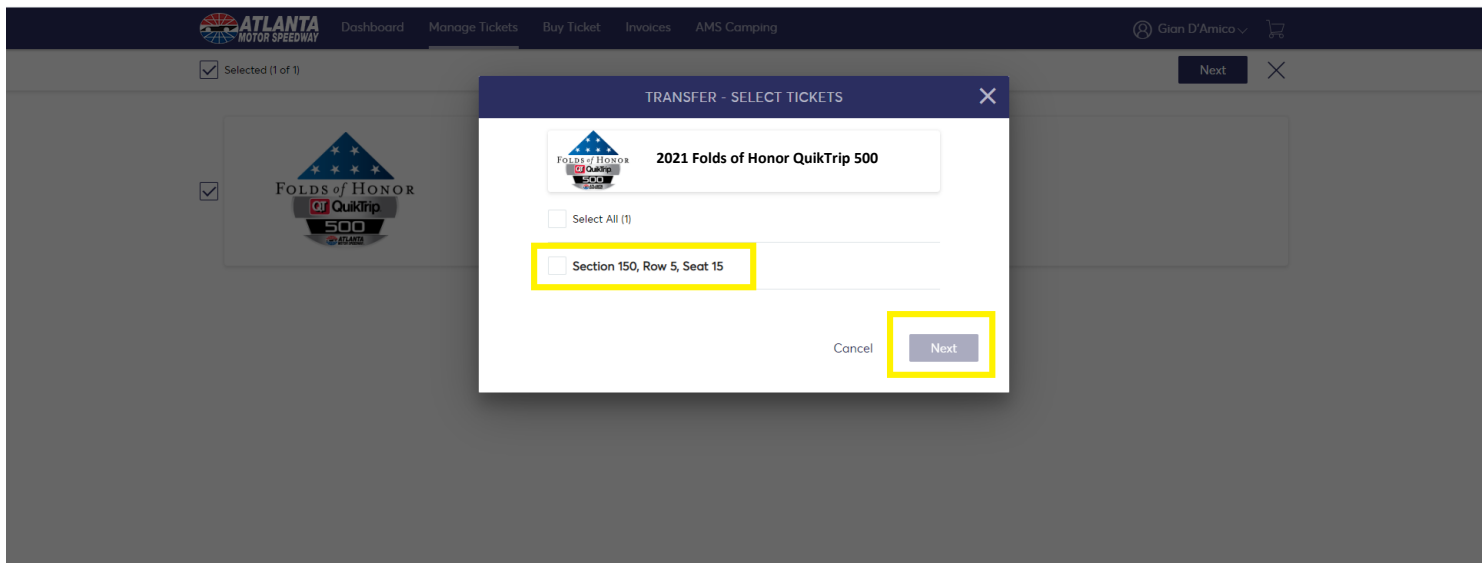


**STEP 7:** Now, you will need to select the Event(s) you would like to Transfer and click “Next”.



**STEP 8:** Select the exact seat(s) that you would like to Transfer and click “Next”.

*NOTE: If you are transferring different seats to different people, you can only send to 1 person at a time.*



## STEP 9: Enter the information for the person you would like to transfer the ticket(s) to and click “Transfer” to complete!

The screenshot shows the 'TRANSFER - SELECT A RECIPIENT' dialog box. It features a dark blue header with the title and a close button. The main content area is white and contains the following elements:

- 1 Event(s) Selected**: Total of 1 ticket(s) selected.
- Add New Recipient**:
  - First Name: Input field with 'John' entered.
  - Last Name: Input field with 'Doe' entered.
  - Email: Input field with 'jdoe@atlantamotorspeedway.com' entered.
  - Note to Recipient (optional): Text area with 'Have fun!' entered.
- 246 Character(s) Remaining**: A small text indicator below the note field.
- Buttons**: 'Cancel' and 'Transfer' buttons at the bottom right. The 'Transfer' button is highlighted with a yellow border.

Your Transfer has been completed! You will see the message below to confirm the transfer. The recipient will receive a direct email with instructions on how to accept the transfer. Once Accepted, the ticket(s) will still display in your account but will note who they have been transferred to.

The screenshot shows the 'TRANSFER - COMPLETE' dialog box. It features a dark blue header with the title and a close button. The main content area is white and contains the following elements:

- Success! 1 ticket(s) for 1 event(s) are transferred.**: A green checkmark icon precedes the success message.
- What happens next?**: J. Doe just needs to accept the transfer before it expires on  Specified Date @  Specified Time.
- Instructions**: If you'd like to cancel this transfer - you can do so, just as long as J. Doe hasn't accepted the tickets yet.
- Buttons**: 'Show Details' and 'Done' buttons at the bottom.

**NOTE: If you'd like to Cancel a Transfer, go to your Dashboard and view the ticket(s). There will be an option on each ticket to "Cancel Transfer".**

The screenshot shows the Atlanta Motor Speedway website dashboard. The top navigation bar includes "Dashboard", "Manage Tickets", "Buy Ticket", "Invoices", and "AMS Camping". A dark blue header bar is at the top. Below it, a card displays "1 Ticket" and "Military Package with PE Pass". A table shows ticket details:

SECTION	ROW	SEAT
100	5	15

Below the table, a status message reads: "Waiting for J. Doe to claim. Expires on: Specified Date @ Specified Time". A yellow box highlights a "CANCEL TRANSFER" button. The Ticketmaster Verified logo is at the bottom.