My Celtic Network is designed to make it easy for you to purchase tickets online on behalf of your friends & family. Once you have created your Celtic network you can easily allocate tickets that are in your basket to your friends and family. Before you can create your own network you must be registered online. There are 2 ways to register.

**ACTIVATE CLIENT REFERENCE**

To activate a Client Reference visit: www.eticketing.co.uk/celtic

1. Click **SIGN IN** at the top right of the screen.
2. Click **ACTIVATE MY CLIENT REFERENCE**.
3. Enter your **CLIENT REF** (which is printed on your Season Card) and your **SURNAME**.
4. Click **FIND MY ACCOUNT**.
5. Complete your personal details ensuring you remember the email and password you have entered.
6. Click **SAVE DETAILS**.
7. Your Client Reference is now activated online.

**CREATE ACCOUNT**

To create an account visit: www.eticketing.co.uk/celtic

1. Click **REGISTER** at the top right of the screen.
2. Complete your personal details ensuring you remember the email and password you have entered.
3. Click **COMPLETE REGISTRATION**.
4. You are now registered online.

If your friends and family are Season Ticket Holders you should ask them to activate their own client reference, or, if your friends/family are not Season Ticket Holders you can enter their details and we will email them a link to activate and create an account. They will then be added to your network.

1. Log in using your email address and password.
2. Check **MY ACCOUNT** at the top right of the screen.
3. Click **MY CELTIC NETWORK**.
4. Click **ADD MEMBERS**.
5. Enter the **CLIENT REF** and **SURNAME** of the person you want to add to your network and click **SEARCH**.
6. When you find the person you are looking for click **ADD MEMBER***. The person will appear on your network.

*Alternatively, enter their email address and click search.*
MANAGING YOUR NETWORK
Click on the drop down arrow next to the name of the person you want to manage and you will be able to edit ticket privileges or remove the member from your network.

EDIT TICKET PRIVILEGES
Members can have two levels of ticket privileges. You can either ASSIGN or MANAGE your friends’ tickets and they can either ASSIGN or MANAGE yours.

To find out what privileges you have on your friends account, and what privileges they have on yours, click on their name on the MY CELTIC NETWORK PAGE.

1. If it says “I can ASSIGN tickets to XX”, then you can only buy tickets for that person.
2. If it says “I can MANAGE tickets for XX”, then you can buy tickets for that person, pay for their reserved seats in cup games, and renew their Season Ticket for them.

WHERE IT SAYS ME

WHERE IT SAYS THEIR NAME

1. If it says “XX can ASSIGN tickets to me”, then they can only buy tickets for you.
2. If it says “XX can MANAGE tickets for me”, then they can buy tickets for you, pay for your reserved seats in cup games, and renew your Season Ticket for you.

EDIT YOUR PRIVILEGES

1. Click where is says EDIT next to either your name or your friends name.
2. To edit your privileges on your friends account. Choose one of the two tick boxes: “I can ASSIGN tickets to XX” or “I can MANAGE tickets for XX”.
3. The Assign option is ticked by default. If you can currently manage your friends account and you want to change to assign only, simply click the ASSIGN BOX.
4. If you click MANAGE – a request will be sent to your friends registered email address, they will have to accept your request to manage their account by logging into their own account and accepting your request.

EDIT YOUR FRIEND’S PRIVILEGES ON YOUR ACCOUNT.

1. Choose one of the two tick boxes: “XX can ASSIGN tickets to me” or “XX can MANAGE tickets for me”.
2. The ASSIGN option is ticked by default. If your friend can currently manage your account and you want to change to assign only, simply click the ASSIGN BOX.
3. If you click MANAGE then your friend will be given the privileges to manage your account from the next time they log in.

PLEASE NOTE – IF YOU DO NOT HAVE PRIVILEGES TO MANAGE YOUR FRIENDS ACCOUNT THEN YOU CANNOT CONFIRM THEIR RESERVATIONS OR RENEW THEIR SEASON TICKET