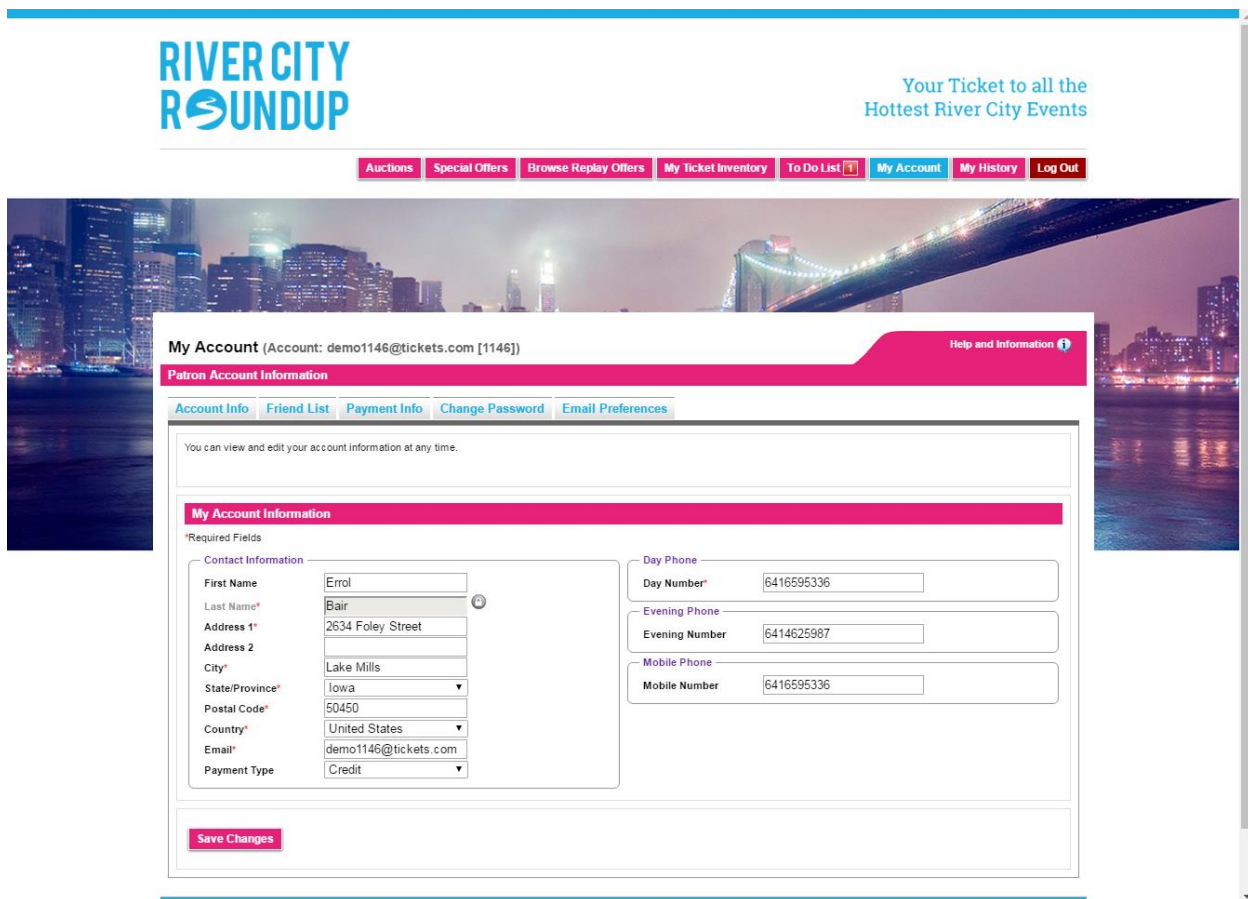# My Account

My Account is the core of your MyTickets account. Use this area to manage your password, update your personal information and personalize your preferences.

- To manage your account in MyTickets, click the "My Account" tab on the top of the page.

Account Info

- To review or update your contact information, select the "Account Info" tab. Note that some fields may be locked from editing via MyTickets. If locked account information needs to be updated, then you will need to contact the venue.
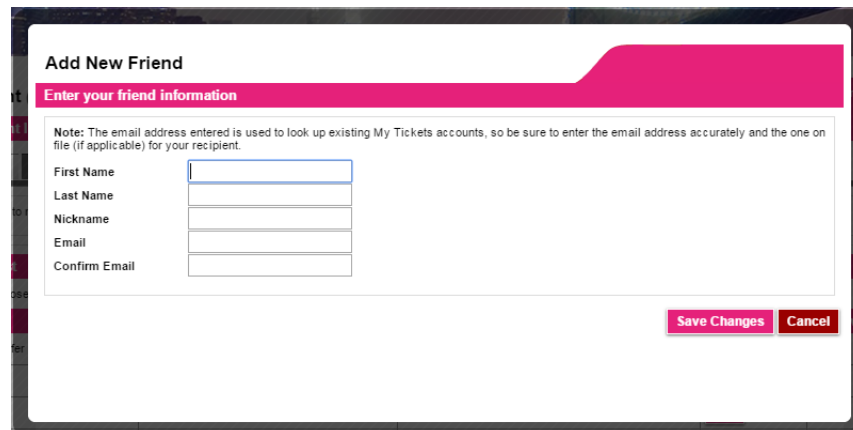
Friend List

- To review, add, or remove friends to whom you can forward tickets, select the "Friend List" tab.
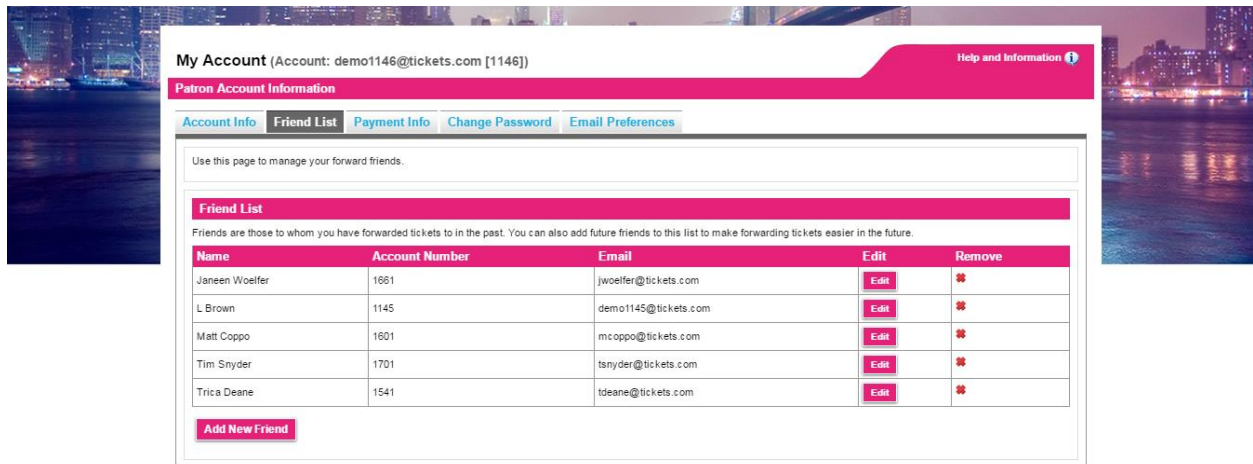
- Click **Edit** to change a friend's name or email. Note: A friend's email address cannot be modified if there is a forward for that friend.
- Click the ✹ icon to remove a friend.
- To add a new friend, click **Add New Friend**. Enter the friend's name and email address, and then click **Save Changes**. Note: new friends can also be added during the Forward Tickets process.
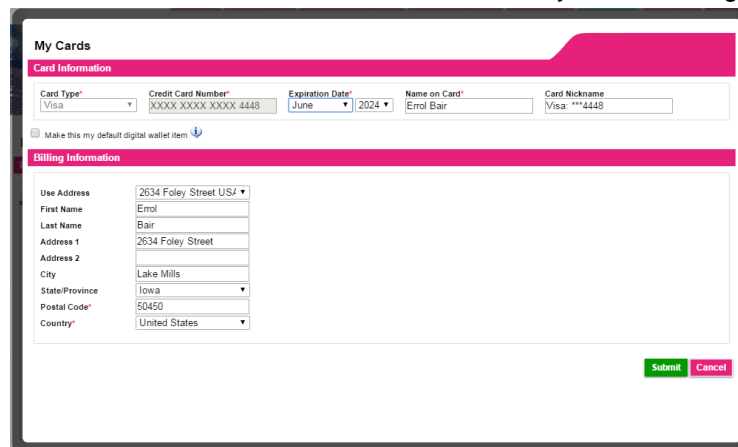
Payment Info

- To view and update your credit card information, select the "Payment Info" tab.
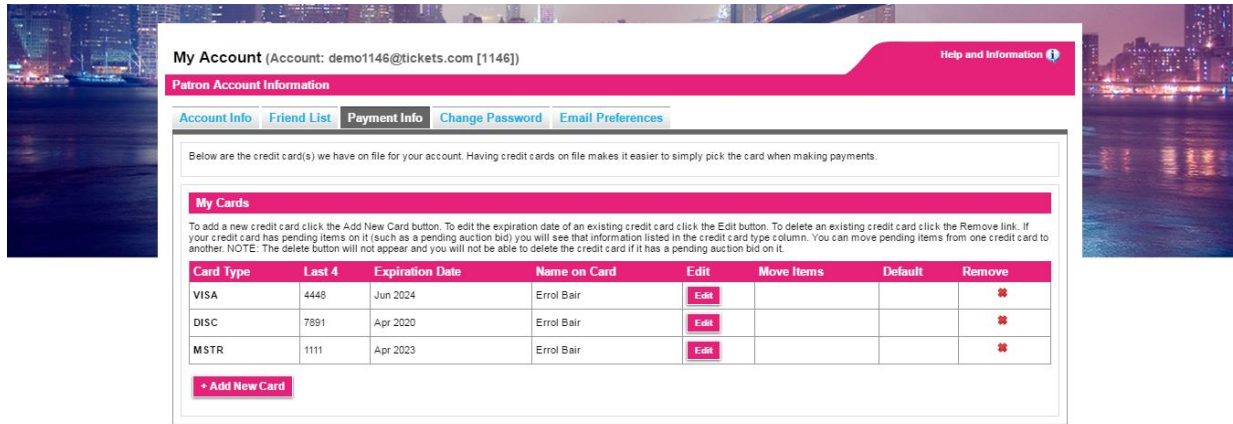
- To update the expiration date or billing address of a credit card, click **Edit**. Modify the information as needed, and then click **Submit**. You can also set a credit card as your default digital wallet item.
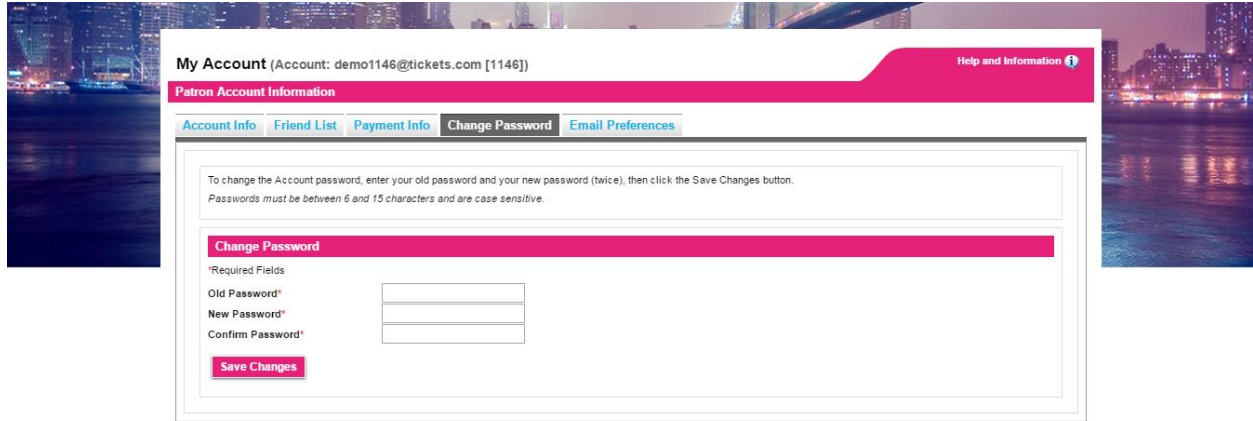

- To add a new credit card, click **Add New Card**. Enter the required information and click **Submit**.
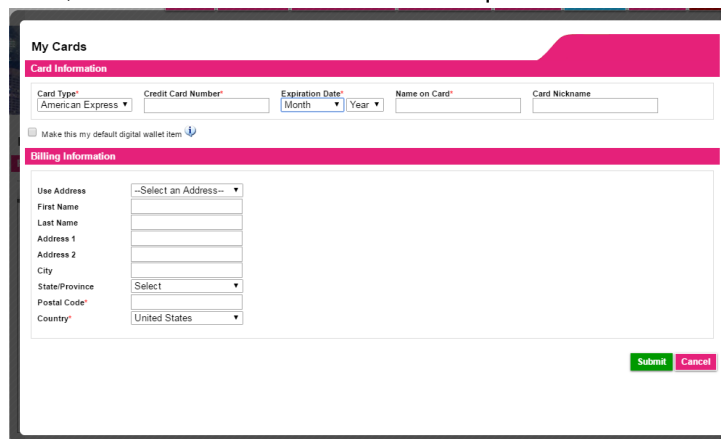
- To delete an existing credit card click the ✖ icon to remove a credit card from your digital wallet. Note: You cannot delete a card if it was used for a pending auction bid.
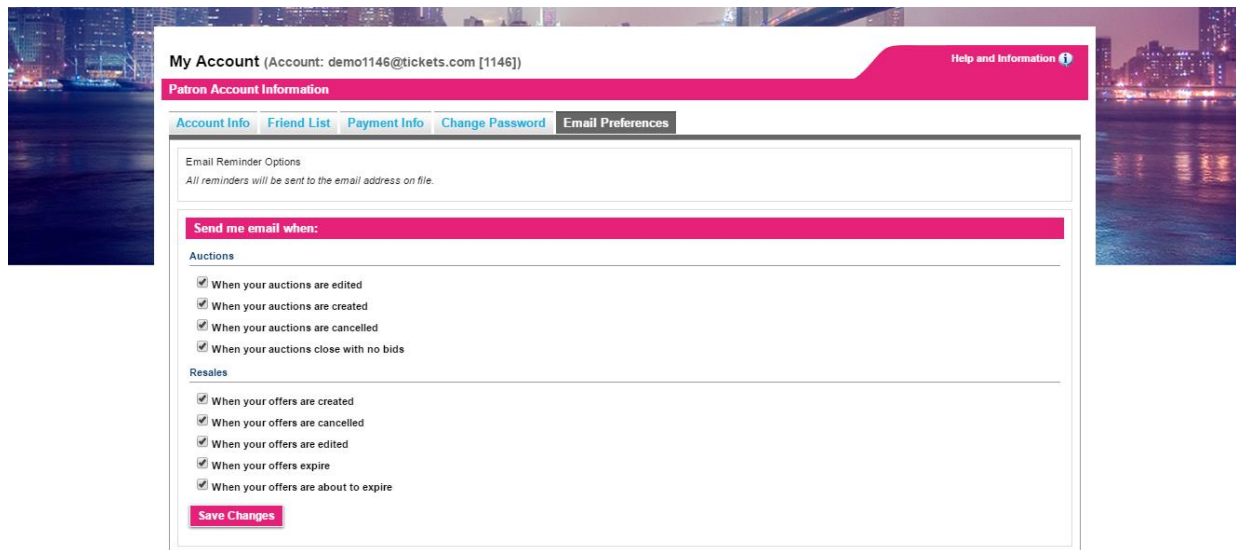
Change Password

- To change your password, select the "Change Password" tab. Enter your current password and a new password. The new password must be between 6 and 15 characters. Enter the new password again, and then click **Save Changes**.

Email Preferences

- To set which emails you would like to receive, select the "Email Preferences" tab. Emails will be sent to the email address on file when any of the actions designated with a checkmark occur.   If selections are changed, click **Save Changes**.