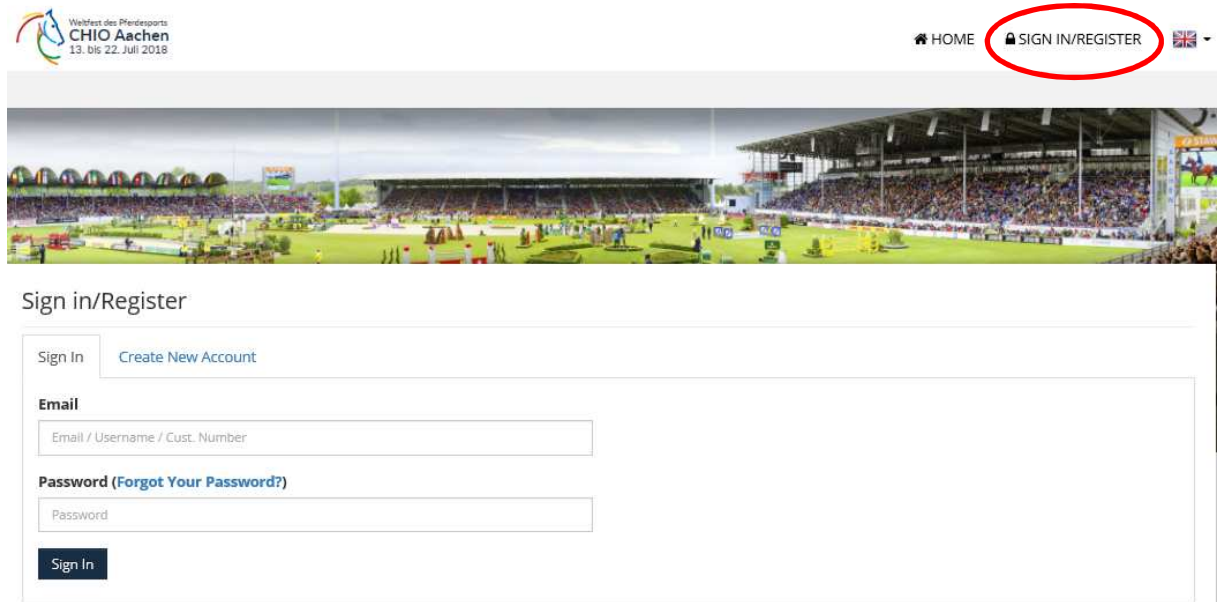


How to proceed as seller?

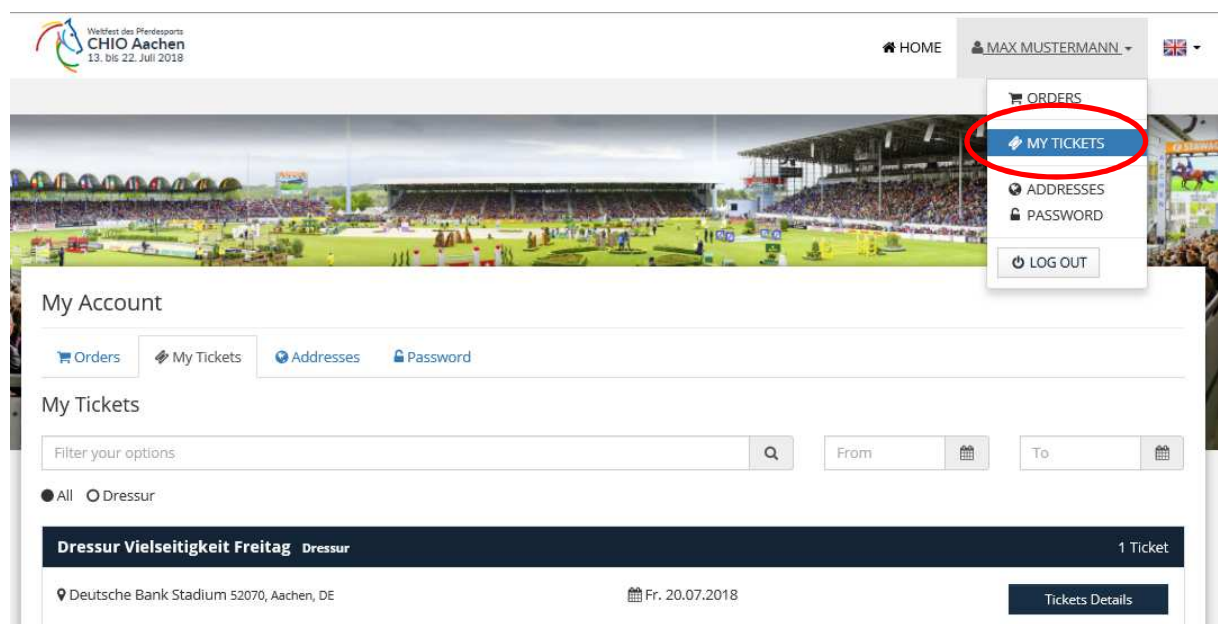
1. Please log in on our ticket page with your personal access data under “SIGN IN / REGISTER”. If you do not already have access, please create a new password with your email address at CHIO Aachen or call the CHIO Ticketoffice for further assistance at 0049-241-9171111!

Please do not registered as a new costumer!



The screenshot shows the CHIO Aachen website header with the logo on the left and navigation links 'HOME' and 'SIGN IN/REGISTER' on the right. The 'SIGN IN/REGISTER' link is circled in red. Below the header is a large banner image of a horse show arena. Underneath the banner is the 'Sign in/Register' section. It features two tabs: 'Sign In' (selected) and 'Create New Account'. There are two input fields: 'Email / Username / Cust. Number' and 'Password (Forgot Your Password?)'. A 'Sign In' button is located below the password field.

2. As you click on “MY TICKETS”, you will have an overview of all of your booked tickets with your customer/account number.



The screenshot shows the CHIO Aachen website with the user logged in as 'MAX MUSTERMANN'. The user's name is displayed in the top right corner. A dropdown menu is open, showing options: 'ORDERS', 'MY TICKETS' (circled in red), 'ADDRESSES', 'PASSWORD', and 'LOG OUT'. Below the menu is the 'My Account' section with tabs for 'Orders', 'My Tickets' (selected), 'Addresses', and 'Password'. The 'My Tickets' section includes a search bar, filters for 'All' (selected) and 'Dressur', and a list of tickets. The first ticket is 'Dressur Vielseitigkeit Freitag Dressur' with '1 Ticket' listed. The location is 'Deutsche Bank Stadium 52070, Aachen, DE' and the date is 'Fr. 20.07.2018'. A 'Tickets Details' button is visible at the bottom right.

3. Select your desired event and click on "Tickets Details". Please note that weekend tickets and season tickets cannot be sold on the Ticket Exchange platform.

My Account

[Orders](#) [My Tickets](#) [Addresses](#) [Password](#)

My Tickets

Filter your options From To

All Dressur

Dressur Vielseitigkeit Freitag Dressur		1 Ticket
Deutsche Bank Stadium 52070, Aachen, DE	Fr. 20.07.2018	Tickets Details

4. Now you will see all of the booked tickets for this event. Select the action "Sell Tickets" and confirm by clicking on continue!

My Account

[Orders](#) [My Tickets](#) [Addresses](#) [Password](#)

Tickets Details

The drop-down list contains all available actions that are possible with your tickets.
Please select an action first and then click on "Continue".

Dressur Vielseitigkeit Freitag Dressur		1 Ticket
Deutsche Bank Stadium 52070, Aachen, DE	Fr. 20.07.2018	
Block / Area	Nordtribüne Block K	
Row	14	xxxxxxxxxxxxxxxxxxxxxx50800
Seat	118	
<input type="button" value="More Information"/>		

5. You can now activate/unlock one or several tickets for this event. Please enter your bank details. If a sale occurs, the refund of the ticket will be credited to your bank account within the next 14 days. Please take note that the Secondary ticket market charges a 10% fee off the original ticket price.

My Account

Orders My Tickets Addresses Password

Release Tickets for Resale

Step 1 of 3

Select Tickets for Resale

Select the tickets that you want to sell and then scroll down the page to select your payment details.

Dressur Vielseitigkeit Freitag Dressur

Deutsche Bank Stadium 52070, Aachen, DE Fr. 20.07.2018

Select all tickets

<input checked="" type="checkbox"/>	Block / Area	Nordtribüne Block K	
	Row	14	xxxxxxxxxxxxxxxxxxxx50800
	Seat	118	

Add new bank account

IBAN

BIC

Bank Name

- After accepting the terms and conditions, please confirm in order to release the selected ticket for resale.

My Account

Orders My Tickets Addresses Password

Release Tickets for Resale

Step 2 of 3

Confirm your resale
Please check the entries and confirm the resale.

Payment Details for Refund

IBAN	DE1439050000000024000
BIC	AACSDE33XXX
Bank Name	Sparkasse Aachen

Jumping Tuesday Springen

Main Stadium 52070, Aachen Di, 17.07.2018 07:13

Block / Area	Stehplatz	
Row	nn	XXXXXXXXXXXXXXXXXXXX60100
Seat	nn	

Price Category	Kat. 1	Refund	5,94 EUR
Ticket Type	Normalpreis		
Max Mustermann			

I notice, that the reimbursement will be composed of the ticketprice minus 10% secondary market fee. Furthermore, I hereby confirm that a release confirmation with a link to reverse the release was sent to the following e-mail address: mitglieder@chioaachen.de

Change Selection **Resale**

- You will receive an email with the confirmation of the release of the resale.