

2021 SEASON TICKET RENEWALS: ONLINE INSTRUCTION GUIDE

Type **secure.payk12.com** in your web browser.



Scroll down to the bottom of the screen and click **Login**.

Ticketholders

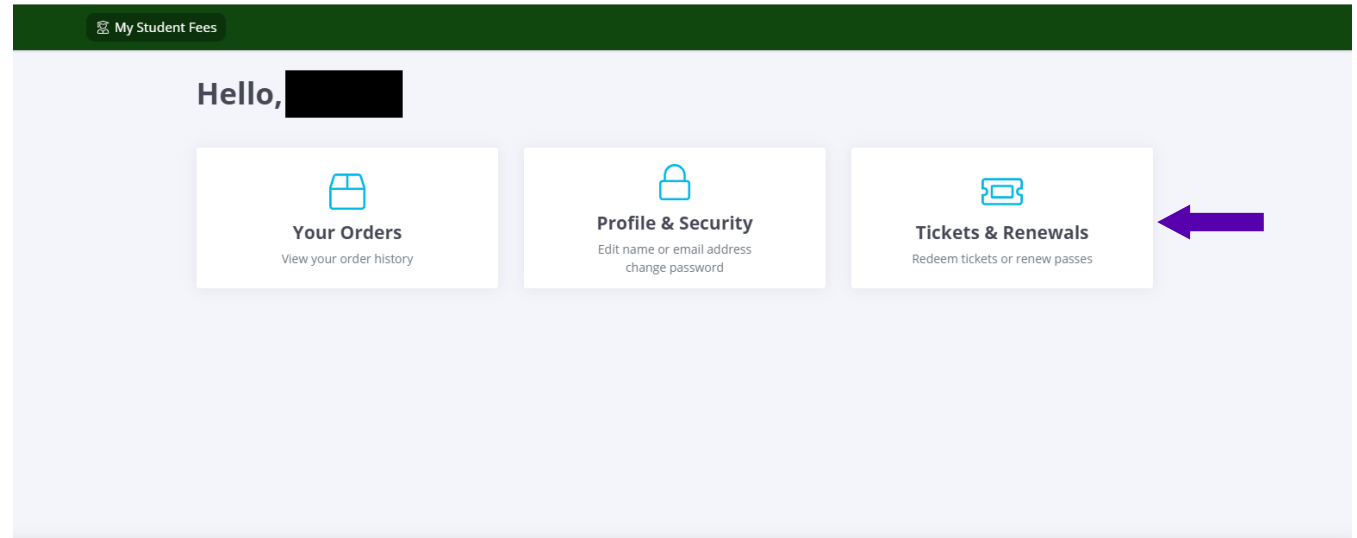
- Cart
- Account
- Students
- Login**

If you have already set up your account...
Type in your email address and password.
Click **Login**.

If you have not set up your account...

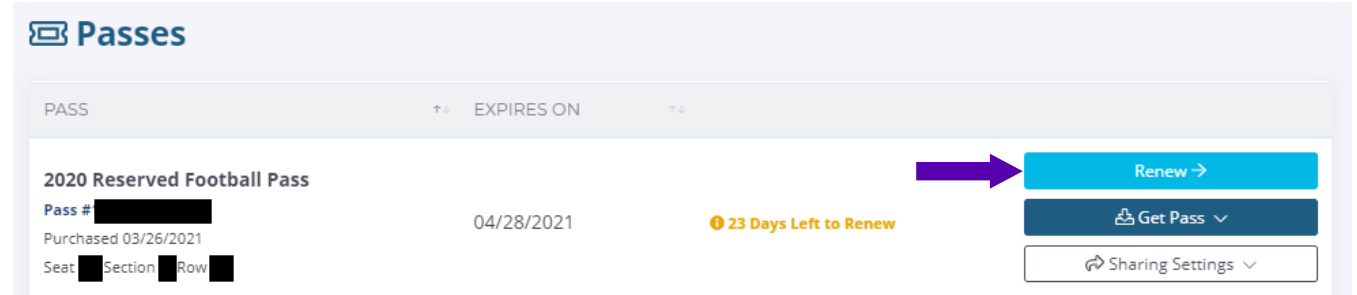
- Click **Forgot Password**.
- Enter your **email address** and click **Recover Password**.
- Check your email inbox** for the password recovery email from PayK12.
- Open the email** from PayK12 and set up a password. Your password must include at least 1 capital letter, 1 number, and 1 special character (i.e. !, @, #, \$, etc.)
- Click the **Set Password** button. (If your password is too weak, the Set Password button disappears.)
- Now you can log in.

Click the **Tickets & Renewals** box.



Click the blue **Renew** box next to your first 2020 pass listed.

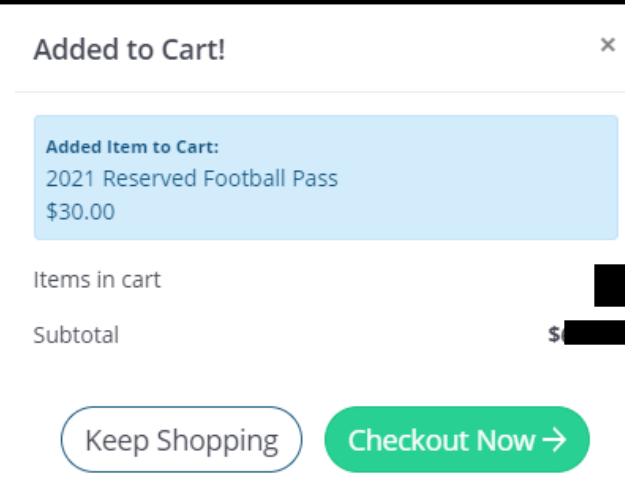
*You are renewing the passes you owned for 2020.



Click **Keep Shopping** to renew your remaining passes.

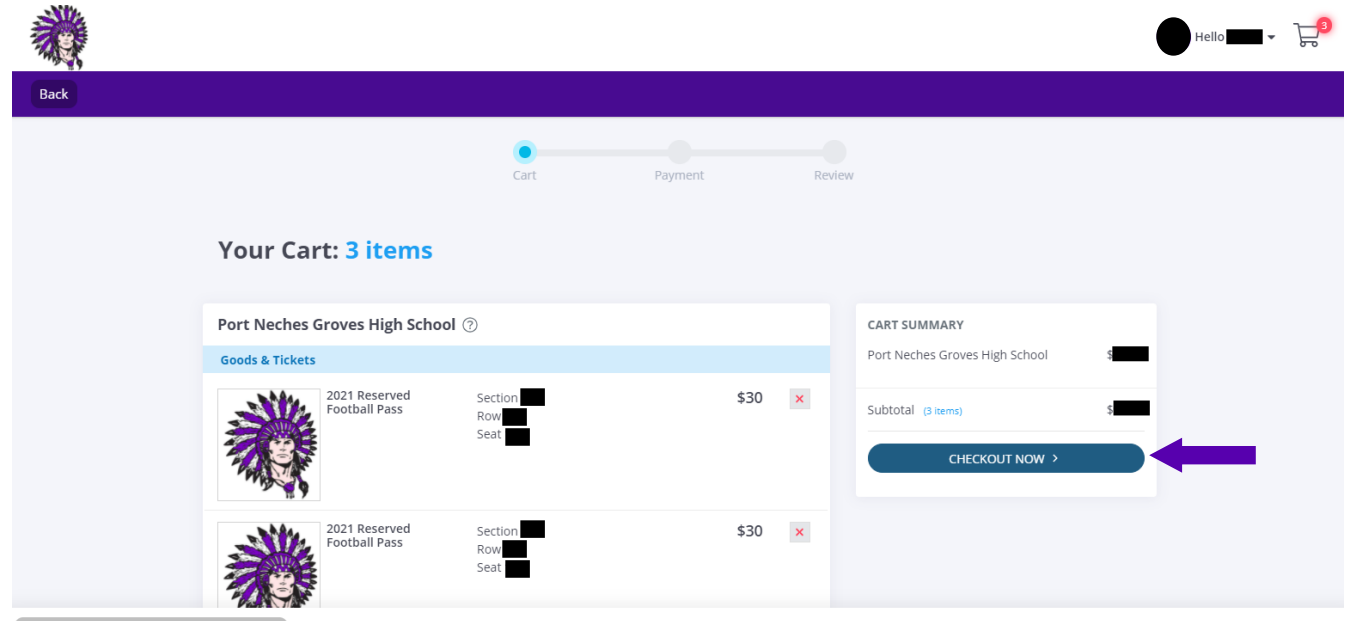
Click **Checkout Now** when all passes have been “renewed”.

*When you click renew, you’ll notice the passes now say “2021 Reserved Football Pass.”



Review the tickets in your cart.

Then click **Checkout Now**.

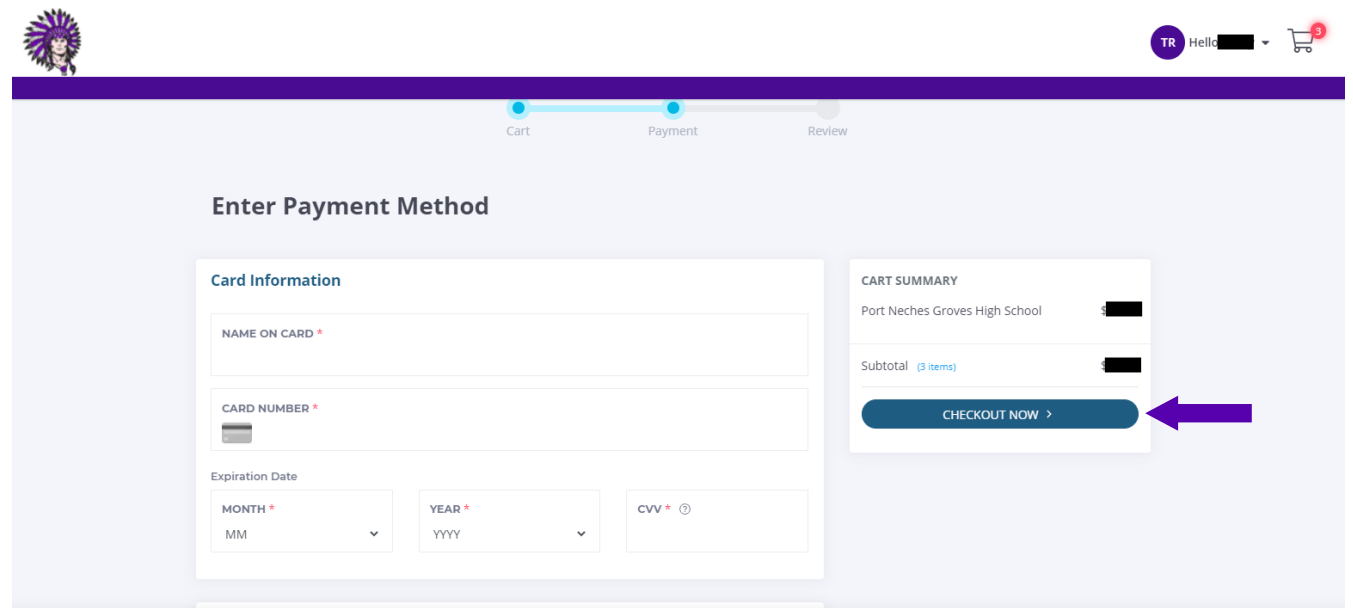


Enter your **Card Information** (credit or debit card.)

Scroll down and enter your **Billing Information** (address.)

**You can't "checkout" until you enter both your card and billing information.

Then click **Checkout Now**.



Click **Submit Order** to finish the renewal process.

Port Neches Groves High School

Goods & Tickets

	2021 Reserved Football Pass	Section [REDACTED] Row [REDACTED] Seat [REDACTED]	\$30
	2021 Reserved Football Pass	Section [REDACTED] Row [REDACTED] Seat [REDACTED]	\$30

Cart Summary

Port Neches Groves High School	\$90.00
Subtotal (3 items)	\$90.00
Total	\$90.00

SUBMIT ORDER

You have renewed your tickets successfully. You may print your receipt.

Order Receipt

Thank You
Your order has been received.

Please save a copy of this receipt for your records. To finish your account setup, please check your email and verify your account. (Please check spam and junk folders). Please note on your credit/debit card statement this charge will appear under the name of the school.

ORDER NUMBER: [REDACTED]	DATE: 4/27/2021	EMAIL: [REDACTED]	TOTAL: \$ [REDACTED]	PAYMENT METHOD: Credit Card
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Need help activating your account? Click here for a quick help guide.

Your Order Details

Port Neches Groves High School

Goods & Tickets

Check your inbox for the order confirmation and printable tickets.

PAYK12 powered by ticketracker Order Confirmation ← Receipt Email

PAYK12 powered by ticketracker Your Ticket/Pass ← Printable Tickets Email