

Instructions for Online BSO Subscription Renewal Linked Accounts

Click the “Log In” button at the Collins Center for the Arts home page (<https://www.collinscenterforthearts.com/>) pictured here:



Enter your email address or account number, and password in the appropriate boxes under Returning Online Customer.

Click as the arrows indicate below: 1, 2, and 3.

1.

The screenshot shows the top navigation bar of the University of Maine Tickets website. The navigation links are HOME, BUY TICKETS, MY ACCOUNT, and CONTACT US. The MY ACCOUNT link is highlighted with a red arrow pointing upwards. Below the navigation bar, there is a search bar for promo codes and a 'Go' button. The main content area features two buttons for 'Maine Athletics Tickets' and 'Collins Center Tickets', and a large banner for 'THE OFFICIAL TICKETING HOME OF THE CCA AND MAINE ATHLETICS' featuring the logos for Collins Center for the Arts and Maine Athletics.

2.

My Account

The screenshot shows the 'My Account' page. It is divided into two columns. The left column contains three sections: 'My Profile' with fields for Name, Email Address, and Account #; 'Addresses' with fields for Primary Address (Address 1, Address 2, City, State ZIP); and 'Phone Numbers' with a field for Primary phone number. The right column contains a 'My Tickets' section with a list of items: Subscription Renewal, Reissue, Payment Schedules, and Order History. A red arrow points to the 'Subscription Renewal' item.

3.

Subscription Renewals

The screenshot shows the 'Subscription Renewals' page. It is divided into two columns. The left column contains a 'Renewals' section with a list of items: BSO Subscription Renewal. A red arrow points to the 'BSO Subscription Renewal' item. The right column contains an 'Account Information' section with fields for Customer Name, Account Number, and Address. There is an 'Edit My Account' link in the top right corner of the Account Information section.

Then place your renewal order as you wish.