

How to assign my match tickets?

This guide explains how to assign your tickets.

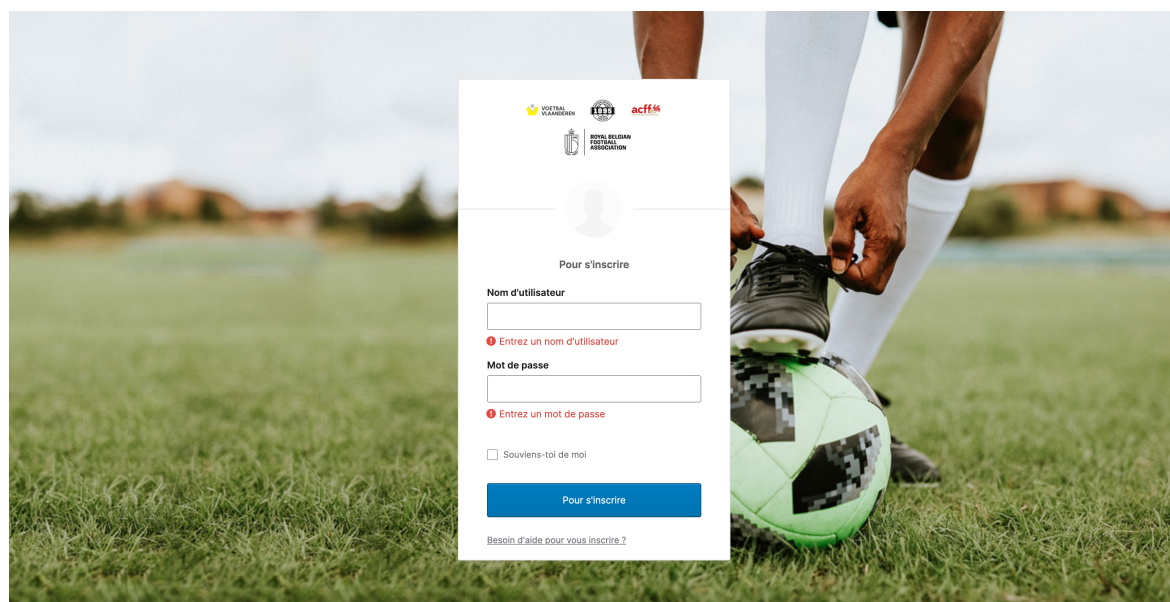
Step 1: Go to the RBFA ticketing platform

<https://tickets.rbfa.be/>

Log in via the red button at the top right.

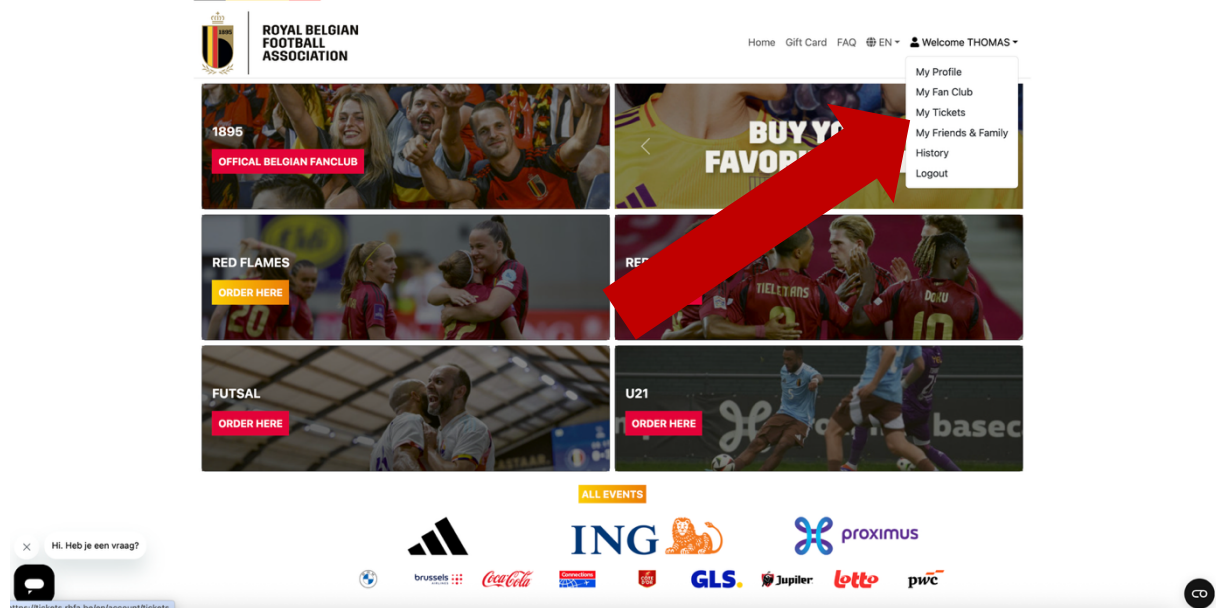


Step 2: Log in with the RBFA account you used to purchase your tickets

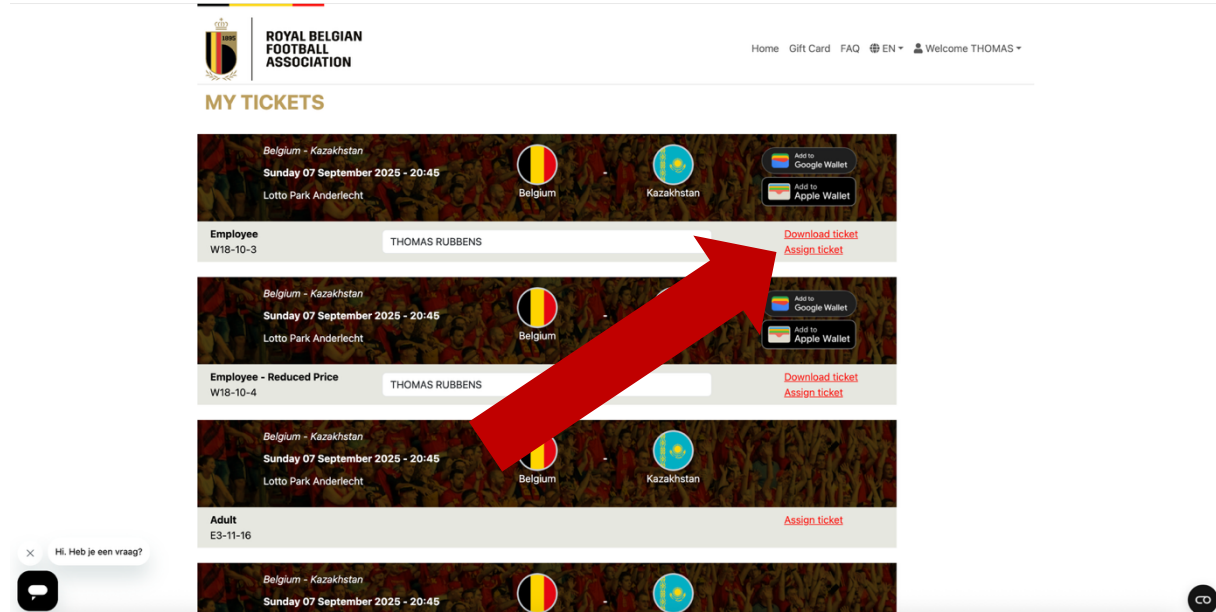


Step 3:

At the top right, click on your name and select **My tickets**.



Step 4: Click on 'Assign ticket'



Step 5: Now assign your tickets to the correct person

Choose whether you will use the ticket yourself or assign it to someone else.

5A) TICKET FOR YOURSELF

If you want to attend the match yourself, choose “**keep**”. You can now use your ticket to access the stadium.

5B) TICKET FOR SOMEONE ELSE

If you want to assign the ticket to someone else, enter that person’s email address, first name, and last name. They will receive a confirmation by email and can accept or

decline the ticket. If they accept the ticket, it will also appear in their profile under “**My tickets**”.

IMPORTANT: This person must have an RBFA account. If the person you want to assign the ticket to doesn't have an account yet, they will need to create one via:

<https://extranet.e-kickoff.com/ast/faces/registration>

BE AWARE: a ticket in the “Member 1895”, “Member 1895 U12”, or “U12” price category can only be assigned to people whose profile matches this category, meaning a person who is a member or under 12 years old.

ROYAL BELGIAN FOOTBALL ASSOCIATION

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ASSIGN TICKET

MY FRIENDS & FAMILY

Customer Name

SEND

SOMEONE ELSE

E-MAIL

E-mail

NAME

Name Surname

☐ Add to My friends & family

SEND

Hi. Heb je een vraag?

CO

Step 6: Add my friends & family (optional)

If you want to avoid entering the name and email address of your companions for each match, you can also add them to your “My friends & family” list. This way, for a future match, you can simply select the name without having to fill in all the information again.

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MY FRIENDS & FAMILY

ACTIVE

- Fre
- Tij
- Mi
- Ma

ADD TO MY FRIENDS & FAMILY

E-MAIL

SEND

The person you add to your "friends & family" list will receive a request by e-mail before being definitively added.

Hi. Heb je een vraag?

CO