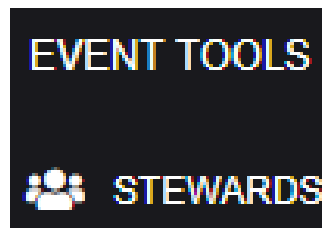


In the Total Ticket platform, you can add stewards who are guarding the gates of your event.

To add a steward to an event, go to the event tools at the very bottom of the page and click on the stewards link. Clicking on this link will take you to the stewards page.



Once you are in the stewards page. Click on the add steward button which will bring up a window where you can fill in all the information you need on the steward or stewards that going to be at the event.

Steward Events

[ADD STEWARD](#)

ORG PIN: [UPDATE](#)

Show entries Search:

| NAME | EMAIL | PHONE | PIN CODE | EVENTS | |
|--------------|-----------------------------|-------------|----------|------------|---|
| Craig Durham | bcd@mercantileandgentry.com | 07757337707 | 3988 | All Events | EDIT DELETE |

Showing 1 to 1 of 1 entries [Previous](#) [Next](#)

Once you have wrote all the information and said what event they will be stewarding just click on the add steward button and you are done.