ticketweb BACKLINE

How to email customers from Backline

THIS FEATURE CAN ONLY BE USED FOR EVENT INFORMATION – NOT FOR MARKETING

Go to your event dashboard, click on **CUSTOMERS** on the left-hand side of the page then click **EMAIL TO BUYERS**

Select the ticket holders you would like to contact then click **SEND EMAIL**

Type your message, check the box certifying that your message is not marketing-based communication then click **SEND NOTIFICATION**