



Ohio High School Athletic Association

Hometown Ticketing Gate App Set Up

To scan and sell tickets at OHSAA events, download the Hometown Ticketing Gate App.



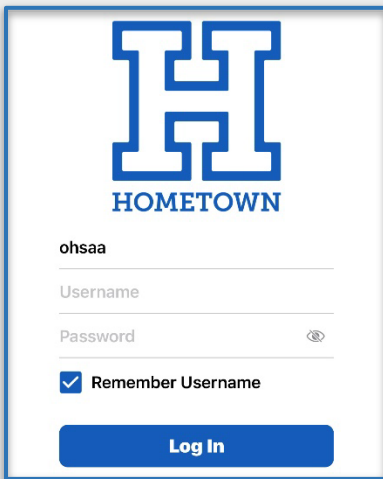
For iOS devices you can download [here](#).

For Android devices you can download [here](#).

Make sure your app is up to date. You'll need to be using version 3.14.0 or higher. (v 4.1.1 is ideal)

Enable Location Services on your device, which you can find in the device settings.

Test and ensure a strong, steady connection to Wi-Fi.



Upon clicking on the app, you'll see the main log in page.

The "Client ID" will always be 'ohsaa' for our events.

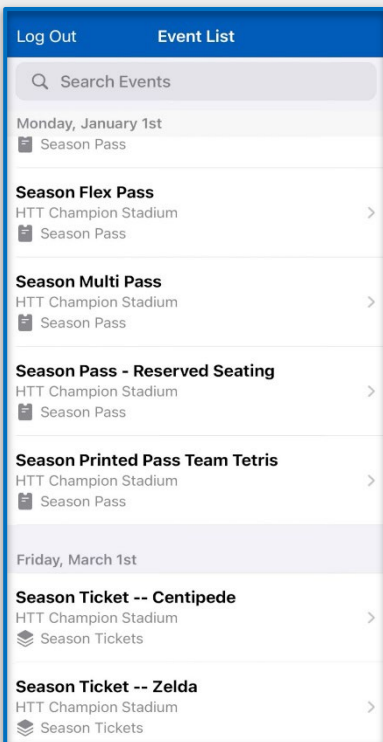
You'll receive your login credentials in an email the week of the event.

The Username and Password will always be the same. e.g.

Username: scan01

Password: scan01

Clicking "Remember Username" is recommended in case you get logged out of the app, this way you'll only need to repeat the saved Username in the Password field.



After successfully logging in, you'll see an Event List.

If you're hosting multiple events in a similar timeframe, the list will include all events that have been posted to ohsaa.org/tickets.

Pay close attention to the dates and descriptions before selecting your event.

Once you select your event, you should see the Event Menu, from there you'll be able to scan, sell and manage your event.

Guide to **selling** at the gate: [Ticketing Sales Guide](#)

Guide to **scanning** at the gate: [Ticketing Scan Guide](#)

If you do not see your event or have questions, reach out to Claudia Markoff.

E: cmarkoff@ohsaa.org

P: (614) 549-6973