

TICKET & EVENT INFORMATION FORM

Name of presenter: _____

Title of performance/event: _____

Date(s) & Time(s): _____

Date of ticket on-sale: _____ (*The contract must be signed before tickets can go on sale*)

Are there presales for any particular group? yes no Details? _____

Venue: Auditorium Studio Theater Community Hall Other _____

Ticket prices: whole venue the same BSO scale Bway scale Other(attach detail)

ADULT *amount** _____ **amount before BCC handling/facility fees are added*

STUDENT *amount** _____ *ages* _____

SENIOR *amount** _____ *ages* _____

Group discount? : yes no *number in group* _____ *amount of discount* _____ % or \$

Any other discounts? yes no **Please provide copies of all coupons/vouchers****

Are there any seats that need to be blocked (for cameras or sightline issues): yes no

(You must block at least a portion Row A if you have a videographer in the pit.)

Will you need comp tickets to be held: yes no _____ **Please provide a detailed list****

Is this performance appropriate for children: yes no

Length of performance: First half _____ Intermission _____ Second half _____

Will videography or photography be allowed: yes no

Please provide, by email to **bgeibel@bartlesvillecommunitycenter.com**, an image or logo and a brief description of what the show/performance is about, what kind of music or instruments, the storyline, i.e., **ANYTHING THAT WILL HELP THE PUBLIC BETTER UNDERSTAND WHAT WILL BE PERFORMED**. This info will be used on the box office website and in our event calendar.

****Detailed information (seats to be held or blocked, coupons/vouchers, description & image) should be emailed to bgeibel@bartlesvillecommunitycenter.com**

CONTACT:

NAME _____

Email _____

Phone(s) _____