

2019 SCHOOLS BOOKING FORM

Darlinghurst Theatre Company aims to provide school students and teachers with greater access to theatre, both on stage and behind the scenes.

What we offer:

- Discounted tickets for school group bookings, valid for all performances (excluding Saturday nights)
- \$28 tickets for students
- One complimentary teacher's tickets for every group of ten students
- A complimentary double pass to a preview performance to give teachers the opportunity to experience the production before bringing the students
- The opportunity to participate in a school specific post show Q&A (dependent on cast and crew availability)
- Venue and safety information to assist with the preparation of a risk management plan when bringing students to our theatre, Eternity Playhouse

① School details

Name of school:		
Address:		
Suburb:	State:	Postcode:
Phone:		

② Contact person

Ideally this person will be travelling with the group on the day of the event.

For the purpose of booking tickets a single contact person is required.

First name:	Surname:
Mobile (must be contactable on the day of the event):	
Email:	
Position or relationship to the school:	

③ Performance details

Please fill in the details for the performance you would like to book for. The venue has a 200 seat capacity and all bookings are subject to availability. If we are unable to accommodate your preferred date we will let you know as soon as possible.

Name of the show:
Day and date of the performance:
Performance start time:

④ Ticket details

Total number of tickets required:	
Number of teachers/adults within the group:	Number of students within the group:

⑤ **Seating and accessibility requirements**

Please detail any specific seating or accessibility requirements. This may include wheelchair or hearing loop access or an aisle seat.

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⑤ **Billing information**

Do you require an invoice before payment can be processed?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
Name of School:				
Address:				
Suburb:		State:		Postcode:
Phone:		Email:		
Name of contact person:				

⑥ **Preferred method of payment**

<input type="checkbox"/> EFT	Westpac BSB: 032 032 Account Number: 22 55 34 Account Name: Darlinghurst Theatre Limited
Please use the invoice number as a reference and email remittance to theatre@darlinghursttheatre.com	

<input type="checkbox"/> Cheque made out to: Darlinghurst Theatre Ltd
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<input type="checkbox"/> By credit card		
(please circle) MASTERCARD / VISA	<i>We do not accept AMEX</i>	
Name on the card:		
Card # _ _ _ _ - _ _ _ - _ _ _ _	Expiry _ _ / _ _	CCV _ _ _

Alternatively these details can be provided over the phone by calling (02) 8356 9987 between 9.30am–5.30pm Monday to Friday.

⑦ **Return your completed form**

Please attention to: Jacqueline Tooley, Administrator and return either by post or email.	
Post:	Darlinghurst Theatre Company Eternity Playhouse 39 Burton Street Darlinghurst NSW 2010
Scan and email to:	theatre@darlinghursttheatre.com

Tickets can be collected from the theatre Box Office, which opens one hour prior to each performance. Tickets will be reserved under the name you have provided in section ② of this form.

If you have any questions or need assistance completing this form please call (02) 8356 9987 between 9.30am–5.30pm Monday to Friday or email us at theatre@darlinghursttheatre.com