



### Plenty Ranges Arts and Convention Centre

35 Ferres Boulevard  
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# BULK PRINT TICKETS

PLEASE FILL OUT THE FOLLOWING INFORMATION IN BLOCK LETTERS

Venue of performance/s:  Yan Yean Theatre  Woodstock Theatre

Presenting Company:																				

*Presents*


Date of Performance 1   /   /    (Example 20/09/2017)

Performance Start Time   :    (Example 11:00 AM)

Date of Performance 2   /   /    (Example 20/09/2017)

Performance Start Time   :    (Example 11:00 AM)

Date of Performance 3   /   /    (Example 20/09/2017)

Performance Start Time   :    (Example 11:00 AM)

Date of Performance 4   /   /    (Example 20/09/2017)

Performance Start Time   :    (Example 11:00 AM)

Will your performance have allocated seating or general admission?

allocated seating  general admission

Do you want a price on the tickets?

Yes  No

If Yes, please specify; \$ \_\_\_\_\_ NOTE: ONLY ONE PRICE CAN BE PRINTED

Will you be picking your tickets up?  Yes  No

*A postage and handling fee of \$12.50 per performance applies for tickets sent out.*

When would you like your tickets, to be ready:   /   /

Office Use Only

Tickets Printed Date \_\_\_\_\_

Sent / Collected

Collected Date

# BULK PRINT TICKETS CONDITIONS

The Plenty Ranges Arts and Convention Centre (PRACC) can print bulk tickets for selected hirers of the theatres. Tickets printed in this way will be provided to the hirer to distribute by their own means, PRACC will have no part in the sale of these tickets.

Where bulk tickets have been issued PRACC cannot be held accountable for any ticketing errors made by the hirer or their agents. Any additional charges incurred due to these errors are the sole responsibility of the hirer.

**The hirer must nominate a Box Office person for last minute issues with their bulk printed tickets, this person must be available in the foyer half an hour before and after the performance start time.**

The Hirer shall allocate two (2) seats for each performance which may be used by PRACC management as House Seats. These two seats will be removed and not distributed to the hirer.

Any changes requiring a reprint of the tickets will incur a full ticket printing fee and will only be considered upon return of the initially printed tickets.

**All patrons over the age of 12 months must have a valid ticket, those under 12 months can sit on the lap of a valid ticket holder.**

PRACC does offer a full Box Office service should hirers wish to make use of it.

***Plenty Ranges will hold tickets A1-A2 on all bulk print runs. These will not be released for sale***

**The use of any external ticketing agency is not allowed.**

<b>Ticketing Fees</b>	<b>2016 Cost</b>
Full Service Box Office	\$4.00 per ticket sold
Online Only Ticket Sales	\$1.50 per ticket sold
Bulk Print Tickets	\$185.00 Yan Yean Theatre \$90.00 Woodstock Theatre
Complimentary Ticket Issued	\$1.00 per ticket issued
Ticketing Administration Fee	\$50.00
Event Ticketing Cancellation Fee	\$65.00 per hour plus the ticketing administration fee.

*All information supplied on this form is correct and any changes will be done so at the cost of the hirer. Additional / Reprinting will be invoiced at full cost.*

I have read and understand the above conditions and agree to comply with them.

I understand that I must provide a box office person for every performance.

I verify that all information on the bulk print form is correct.

Signed: \_\_\_\_\_  
Company Contact & Hirer

Date Signed:  /  /