

TICKET INFORMATION FORM

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Organization Name:

Contact Name:

Contact Business Phone: Contact Cell Phone:

Contact Email: Contact Website:

Please check box to make your selection

Package 1: Consignment Ticketing ☐

Box office is pre-printing tickets only; you will pick up the tickets and sell at your own outlet.

\$75.00 set up fee (standard map*) | 0.20¢ per ticket printing fee
\$1.00 capital improvement fee per ticket (based on ticket stubs)

Package 2: Full Box Office Services ☐

Advance and day of sales by phone, on line and in person.

\$75.00 set up fee (standard map*) | \$3.00 handling fee per paid ticket. \$150.00 box office attendant day of event

3% administrative fee is charged on all credit and debit card sales

Consignment not currently available

- * Non standard maps (zone pricing etc.) that require specialized set up will be charged an additional fee depending on complexity.
- * If you choose Package 2 Capilano University will provide full box office services, client may not sell tickets at additional outlets.

TICKET ORDER FORM

Presenter Name:

Event Title:

Secondary Info Line (smaller than title):

Event Date: Event Time:

Ticket Sales / Info Phone #: Website:

General Admission Event Reserved Seating Event

Ticket Prices: Adults \$ Students \$ Seniors (65+) \$ Child under 12 \$

Do you allow babes in arms? If so up to what age?

PLEASE RETURN THE COMPLETED FORM TO:

Sheri-Lynn Day, Box Office Supervisor | boxoffice@capilanou.ca | Tel: 604.990.7810 Please

allow 5 business days to process your ticket order. Prices quoted do not include GST.