

BOOKING FORM

PERFORMANCE	Date	Time	Price	Students	Teachers	Total
Rodgers & Hammerstein's Cinderella	Friday 16 July 2021	11.30am - 1.50pm	\$19.50			

SCHOOL DETAILS

School	Phone number
Postal address	
Suburb	Postcode
Admin Email address	

TEACHER DETAILS

Name	Department
Direct Email	

Accessible Requirements

Do any of your students have any accessible seating requirements? (Please tick)

Wheelchair seating

Assisted listening devices

7 easy steps...

Step 1 - book

Book your tickets by sending in the booking form.

Please provide as close to actual numbers as possible - though we understand these may change.

Confirmation will be emailed to you after your form is received.

Step 2 - final numbers

Final numbers are due eight (8) weeks prior to the event you are attending.

Step 3 - invoicing

An invoice will be sent out six (6) weeks prior to the event you are attending as per the final numbers given.

Step 4 - final payment

Final payment is due no later than four (4) weeks prior to the event you are attending. Please ensure you pay no later than the due date on your invoice.

Step 5 - teachers resource packs

Once you have paid your invoice, we will send you any relevant teachers resource packs.

Step 6 - planning your visit

The Glasshouse website has useful information for planning your visit, including a 'planning your visit' fact sheet and a 'venue and safety information sheet' to assist in preparing the school risk assessment via www.glasshouse.org.au/education

Step 7 - enjoy your visit on the day

I have read and accept the Glasshouse Education Booking Terms & Conditions, please refer to www.glasshouse.org.au/ Education

OFFICE USE	
Form received:	Final no. email:
Booking processed:	Final numbers confirmed:
Confirmation email:	Invoiced:

**Please return
booking form to:**

Glasshouse, PO Box 84 Port Macquarie NSW 2444 or education@glasshouse.org.au

Enquiries: Phone 02 6581 8888