



EDUCATION @GLASSHOUSE 2018 PERFORMING ARTS BOOKING FORM

SCHOOL DETAILS

School	Phone number
Postal address	
Suburb	Postcode
Admin Email address	

TEACHER DETAILS

Name	Position
Direct Email	Phone number

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. Once your booking form is received, an email confirmation will be sent within seven (7) days, confirming acceptance of your booking.

Step 2 final numbers

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

Note: if any of your students have accessible needs, please let us know so we can accommodate them as best we can.

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

Arrival: Please arrive 30 minutes prior to the start time of the performance.
Note - latecomers may not be admitted until a suitable break in the performance.

Running Late: Please call the Glasshouse Box Office on (02) 6581 8888 to notify us if you are running late.

Bags: The safety and security of our guests is very important. We request wherever possible teachers and students do not bring school bags with them to performances.

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

OFFICE USE

Form received: Final numbers confirmed:

Booking processed: Invoiced:

Confirmation email: Payment:

Please return booking form to:
EDUCATION@THE GLASSHOUSE

PO Box 84 Port Macquarie NSW 2444
Email education@glasshouse.org.au

Enquiries: Phone 02 6581 8888
Email education@glasshouse.org.au

PERFORMANCE	Date	Time	Price	No. of Students	No. of Teachers	Total
Sydney Writers' Festival: Live and Local Location: Players' Theatre	Friday 4 May	10am	\$6 per session			
		11.30am				
		1.30pm				
		3.00pm				
		4.30pm				
Sydney Writers' Festival: Live and Local Location: Players' Theatre	Friday 4 May	from 10am	\$18 day pass (all sessions)			
TEDxSYDNEYLIVE	Friday 15 June	from 9.00am	\$18.50 Day pass			
The 78-Storey Treehouse	Tuesday 26 June	10.30am	\$18.50			
Neighbourhood Watch by Lally Katz	Friday 29 June	11am	\$20			
Roald Dahl's George's Marvellous Medicine	Friday 3 August	10am 12.30pm	\$18.50			
Circus Oz presents Model Citizens	Wednesday 29 August	11am 1pm	\$18.50			
Monkey Baa Theatre Company: Josephine Wants To Dance	Tuesday 11 September	9.30am 11.15am 1.15pm	\$17.50			

WORKSHOPS	Date	Time	Price	No. of Students	Total Seats
Stooged Theatre Company Workshop Neighbourhood Watch	Wednesday 27 June	1pm	\$15 per student (Max. 30 students)		
shake & stir co Workshop George's Marvellous Medicine	Thursday 2 August	10am	\$18.50 per student (Max. 30 students)		

EXPRESSIONS OF INTEREST please register your interest so we can contact you directly when further information is available.	Interested teacher name	Email
Opera Australia Children's Chorus		
Opera Australia Instrumental workshops		
Circus Oz workshops		
Monkey Baa Workshops (Josephine Wants To Dance)		