FIELD TRIP - DEADLINES AND PAYMENT

We’re so happy you’ll be joining us at the theatre!
Questions or Changes: 952-979-1119 or groupsales@stagestheatre.org

1. TICKET COUNT – June 9, 2020
   • Final attendance numbers must include all students, staff, and chaperones
   • We can’t guarantee you will be able to add tickets after your original reservation is made.
   • Vouchers are provided for absent students, up to 10% of the reservation
   • Once tickets are paid for, we **DO NOT** offer refunds

2. SEATING REQUESTS - 72 HOURS prior to performance
   • All special requests for seating, including accessibility requirements (wheelchair seating, etc.) must be requested at least 72 hours prior to performance. This allows us to seat your entire group together and accommodate any specific needs
   • Seating sections will be assigned 1-3 days before the performance
     o We assign seating based on group size and special seating needs/requests

3. PAYMENT – June 9, 2020
   • **Full Payment is due FOUR WEEKS prior to your performance date.**
   • Groups are responsible for full payment for ALL tickets being held four weeks prior to the performance
   • A single payment for groups is required
   • Orders placed less than four weeks before the performance must be paid for in full at the time the reservation is made.
   • If the projected attendance numbers change dramatically between the time the deposit is paid and the final payment is due, please call with an update as soon as possible.