

# The Marriage of Figaro

## *SCHOOL DAY PERFORMANCE*

Produced by the WKU DEPARTMENTS of MUSIC and THEATRE & DANCE

VAN METER AUDITORIUM, Western Kentucky University

THURSDAY, March 26, 2015 9:30 AM

### School Information

### Contact Information

|                |              |                   |                |            |
|----------------|--------------|-------------------|----------------|------------|
| SCHOOL NAME    | GRADE LEVELS | CONTACT PERSON #1 | PHONE          | EMAIL      |
| SCHOOL ADDRESS |              | CONTACT PERSON #2 | PHONE          | EMAIL      |
| CITY           | STATE        | ZIP               | SCHOOL PHONE   | SCHOOL FAX |
|                |              |                   | COUNTY / STATE |            |

### Ticket Sales

|   |   |                                     |                    |
|---|---|-------------------------------------|--------------------|
| NUMBER OF STUDENTS ATTENDING _____  | STUDENTS X \$5.00 EACH  | =                                   | AMOUNT<br>\$ _____ |
| NUMBER OF CHAPERONES ATTENDING _____  | ONE FREE CHAPERONE TICKET FOR EACH 15 STUDENTS<br># STUDENTS _____ ÷ 15 = _____ FREE TICKETS<br>ADDITIONAL CHAPERONE TICKETS _____ X \$5.00   | =                                   | \$ _____ N/A       |
|   |   | =                                   | \$ _____           |
|   |   | PAYMENT TOTAL \$ _____              |                    |
| ANTICIPATED # BUSES / FULL SIZE _____   | ANTICIPATED # BUSES / SMALL _____   | ANTICIPATED # VANS (>15 PASS) _____ |                    |
| PURCHASING AGENT  | PHONE   | EMAIL                               |                    |
| WILL YOU NEED AN INVOICE? YES <input type="checkbox"/> NO <input type="checkbox"/>  | FAX INVOICE TO: _____   | ATTN: _____                         |                    |
|   | EMAIL INVOICE TO: _____   | MAIL INVOICE TO: _____              |                    |
| HOW DO YOU PLAN TO PAY?<br>PURCHASE ORDER <input type="checkbox"/> CHECK <input type="checkbox"/> OTHER <input type="checkbox"/><br>IF OTHER, EXPLAIN _____ | Your contact person(s) will be notified the week of March 18th for an updated total of participants. Once that total has been confirmed, an invoice will be issued to your organization and <u>we will no longer be able to adjust</u> either the number of reservations or the ticket fee. |                                     |                    |

TO MAKE YOUR SCHOOL'S RESERVATIONS FILL OUT THIS FORM AND RETURN TO:  
WKU THEATRE & DANCE, 1906 COLLEGE HEIGHTS BLVD. #71086, BOWLING GREEN, KY 42101-1086

*Please contact the Department of Theatre & Dance if you have any questions, or need assistance in any way.*

Phone: 270-745-5845 Fax: 270-745-5879 Email: [theatreanddance@wku.edu](mailto:theatreanddance@wku.edu)