**Please email this completed form to:** admin@theatreworks.org.au

| **School** | **Date** |
| --- | --- |
| **Teacher**  | **Position** |
| **School Address** |
|  | **State** | **Postcode** |
| **Telephone**  | **mobile** |
| **Email** |

* ***Regional and low ICSEA school / $20 (per student)***
* ***Metro schools: $30 (per student)***
* ***Accompanying teachers: Free (up to 2 per group of 20)***
* ***Additional teachers: $40 per ticket***

| **DATE** | **TIME** | **NO. STUDENTS** | **NO. FREE TEACHERS** | **NO. PAID TEACHERS** | **COST PER STUDENT ($20 or $30)** | **COST PER PAID TEACHER ($40)** | **TOTAL COST** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Wed 17 May** | **7:30pm** |  |  |  |  |  |  |
| **Thu 18 May** | **7:30pm** |  |  |  |  |  |  |
| **Sat 20 May** | **7:30pm** |  |  |  |  |  |  |
| **Tue 23 May** | **7:30pm** |  |  |  |  |  |  |
| **Wed 24 May** | **11:00am** |  |  |  |  |  |  |
| **Wed 24 May** | **7:30pm** |  |  |  |  |  |  |
| **Thu 25 May** | **11:00am** |  |  |  |  |  |  |
| **Thu 25 May** | **7:30pm** |  |  |  |  |  |  |
| **Fri 26 May** | **11:00am** |  |  |  |  |  |  |
| **Fri 26 May** | **7:30pm** |  |  |  |  |  |  |
| **Sat 27 May** | **7:30pm** |  |  |  |  |  |  |
| **Tue 30 May** | **11:00am** |  |  |  |  |  |  |
| **Tue 30 May** | **7:30pm** |  |  |  |  |  |  |
| **Wed 31 May** | **11:00am** |  |  |  |  |  |  |
| **Wed 31 May** | **7:30pm** |  |  |  |  |  |  |
| **Thu 1 June** | **11:00am** |  |  |  |  |  |  |
| **Thu 1 June** | **7:30pm** |  |  |  |  |  |  |
| **Fri 2 June** | **11:00am** |  |  |  |  |  |  |
| **Fri 2 June** | **7:30pm** |  |  |  |  |  |  |
| **Sat 3 June** | **7:30pm** |  |  |  |  |  |  |

* **We are offering additional flexibility through our refund policy at this time, having regard to the uncertainties posed by COVID-19:**
	+ If tickets are cancelled by Theatre Works for any reason in connection with COVID-19, you will be entitled to a full refund of every ticket price
	+ You will also be entitled to a refund or exchange if you or a member of your booking party falls into any of these categories:
		- a. You or they are required to self-isolate or quarantine (and the event falls within the isolation/quarantine period) due to:
			* i. being a confirmed case of COVID-19; or
			* ii. having close contact with a confirmed case of COVID-19; or
			* iii. living in or having been in a high risk area within Australia; or
			* iv. having returned from overseas.
		- b. You or they have COVID-19 symptoms, have been tested for COVID-19 and are awaiting test results (and the event falls within the period of awaiting test results). The symptoms of COVID-19 include: fever, chills or sweats, cough, sore throat, shortness of breath, runny nose or loss of sense of smell.
	+ You must contact us as soon as possible if you or a member of your booking party falls into any of these categories.
* **Cancellations outside of COVID-19:**
	+ Bookings may be cancelled for other reasons up to 14 days prior to the date of performance for 100% refund.
	+ Cancellations 14 days or less to the performance date, not directly impacted by Covid-19 will incur a 50% charge of the total cost.
	+ Cancellations 7 days or less to the performance date, not directly impacted by Covid-19, will be charged 100% of the booking.