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Playbill and Promotion

Blackfriars Dance Concert (2017)

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Fall 2017

## **Box Office Info: Blackfriars Dance Concert Tickets Memo Poster**

Providence College

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# Box Office Info: BLACKFRIARS DANCE CONCERT TICKETS

Box Office hours: 1:30 to 5:00 PM Monday through Friday and 1 hour before curtain. Smith Center Lobby 401-865-2218  
**Seating for this production is reserved seating**

## INFO FOR TDF FACULTY RE: YOUR STUDENTS' TICKETS:

- Please encourage your students, **especially if you require them to see the production**, to purchase their tickets early. Tickets can always be held at the Box Office if a patron worries about losing a paid ticket.

## INFO FOR TDF FACULTY, STAFF, DESIGNERS RE: TICKETS FOR YOU

- Please note that as TDF Faculty or Staff, you are entitled to a reasonable number of complimentary tickets, subject to availability. The same holds true for designers for this production.

## INFO ON COMP TICKET VOUCHERS FOR CAST, CREW, & WORK-STUDY EMPLOYEES IN TDF

- **PLEASE NOTE THAT THIS POLICY ONLY APPLIES TO STUDENTS AT THIS TIME.**
  - a. **COMPANY MEMBERS AND CREW:**
    - i. Pick up a voucher from Wendy Oliver or your Stage Manager, Teddy Kiritsy
  - b. **WORK-STUDY EMPLOYEES IN TDF**
    - i. Pick up a voucher from Jimmy Calitri in the TDF Office, or your supervisor
    - ii. If you are a work- study employee AND a cast or crew member max number of comp tix is still 2.
- Once you have a voucher...
  - VOUCHERS ARE NOT TICKETS. You must reserve comps for a specific performance in order to use them. Your tickets are not automatically "set aside".
  - COMPLIMENTARY TICKETS ARE NOT AVAILABLE WITHOUT A VOUCHER.
  - You may use your voucher for tickets for friends or family, but **you** need to place the order at the Box Office
  - Voucher/ticket exchange is subject to availability.
  - With this system, complementary tickets are no longer available over the phone for students.

If you reserve complimentary tickets and then discover you can't use them, please let the Box Office know – right up until curtain time. We will then be able to release your seats for sale.

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### Information on paid tickets:

Performance Dates:

November 17, November 18

Friday at 7:30 PM, Saturday at 2:00 PM \*\*Note time change from previous years

**Reception in the Clark Dance Studio after Friday's performance NOVEMBER 17**

**Website Sales:** [www.providence.edu/theatre](http://www.providence.edu/theatre)

**By Telephone:** Visa or MasterCard

**Walk-Up:** In-person sales may be paid for by credit card, cash, check, or **PC CASH**.

Paid tickets and complimentary tickets can be held at the Box Office.

Prices: BLACKFRIARS DANCE CONCERT *general admission*

\$13 Regular

\$9 Senior citizens/PC Employees

\$5 all students

**ALL TICKET SALES ARE FINAL AND CANNOT BE REFUNDED.**

**Exchange Policy:** You may exchange your tickets for a different performance of the same production by returning your tickets to the Box Office up to 24 Hours prior to curtain, subject to seat availability. If you have paid for tickets and then discover you can't use or exchange them, please let the Box Office know – right up until curtain time. We will then be able to release your seats for sale.

### For additional information or special circumstances:

Contact Susan Werner, Production Office Assistant: [swerner@providence.edu](mailto:swerner@providence.edu) 401-865-2084; M-F 1:00 – 5:00 PM

**If you are a person with a disability** or are purchasing tickets for someone who has a disability and requires an assistive device, service, or other accommodation to participate in this event, please contact the Central Reservations Coordinator (401-865-2070; M-F 8:30 a.m. – 4:30 p.m.) or Susan Werner (contact info above) well in advance of this event.