

W H A R T O N

2022–2023 ACT ONE SCHOOL SERIES

RESERVATIONS AND PAYMENT PROCEDURES

- Complete the order form, including and contact information where you can be reached during and after school hours.
whartonforms.wufoo.com/forms/w1prie0x15ite8n/
- One free teacher seat will be automatically added for every 25 student tickets ordered per show.
- Remember to include all students and chaperones in the total number of seats ordered.
- Performance confirmations and an account summary (invoice) balance due will be sent to your school address on August 10, 2022.
- If changes to your reservation are necessary, please contact Randy Fields at 517.884. 3130 by September 14, 2022.
- Payment is due two weeks after invoice for reservations made after October 3, 2022.
- Payment is due upon invoice for reservations made less than six weeks prior to performance time.
- Reservations not paid in full by the due date listed on the account summary will be canceled.
- Study guides and other information will be sent electronically to the primary contact and additional teachers listed on the order form approximately two weeks before the performance date.

SCHOLARSHIP SEATS

- Scholarship seats may be requested for students eligible for the free/reduced lunch program.
- To request, submit a letter stating show title and number of scholarships requested for free/reduced lunch students. Scholarship seat requests can be submitted by mail or email. Please use school letterhead when submitting by mail. Please submit email scholarship requests to bert.goldstein@whartoncenter.com as an attached Word document.
- Decreasing the total number of seats on your reservation order in September will directly affect your awarded scholarships.
- Scholarship seats are awarded based on available funding. A request does not guarantee scholarships can be granted.
- Additional scholarship funds obtained by Wharton Center over the summer will be distributed on a first-come, first-served basis to reservation change requests returned by October 3, 2022.
- Bus subsidy applications are available upon request.

ACT ONE ARTS EDUCATORS

- Volunteer Act One Arts Educators visit classrooms for 40–60 minutes to share information about live theatre and the specific performance.
- A scheduling form will be sent with your invoice. Please indicate availability and return ASAP.
- A request does not guarantee accommodation.
- Act One Arts Educator visit selection subject to change.
- The Act One Arts Educator program is offered free of charge.
- **Educator visits are available for:**
 - The Ugly Duckling
 - Cross That River
 - Mummenschanz

For more ticketing information, contact wharton@msu.edu or 517.884.3130.

For more information about show content, contact Bert Goldstein at bert.goldstein@whartoncenter.com or 517.884.3108.

No refunds or exchanges. All sales are final. Prices, dates, times, artists, and performances are subject to change.