ACT GS Workshop Booking Contract

1400 Summit Ave Suite E Plano TX 75074

972-881-3228

ACT is a 501 C -3 nonprofit community theatre with a 90 seat auditorium. Once this contract is submitted there are no refunds or cancellations. If you wish to charge your date, there is a $50 fee to change the date and is subject to availability. If we cannot accommodate a change there will be no refunds due to cancellations by those booking the event.

# Troup Number and ages:

Responsible Parties Names :

Primary contact number/Address/email:

Event Day(s), Date(s) & Time(s): Indicate Badge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Children attending:

*Please initial below that you understand the following:*

*This contract along with deposit must be returned at least 2 weeks before the event to ensure booking. ACT requires $100 non-refundable deposit to hold the date. This is a 1.5 hour workshop, if the workshop must hold for late-comers additional time will not be added. The start time is when the workshop has been so scheduled. To hold the booking deposit must be made at least 2 weeks before the event. Remainder of the balance is due before the workshop begins. Please make the second check out to the instructor. Tipping*

*your teacher is encouraged. The $150 fee only covers up to 15 children. Each additional child is $10 per guest. This includes*

 *siblings. Also if you wish to add other services or items to your party please indicate below and add those amounts to your initial deposit check.*

*\_\_\_\_\_\_\_\_I wish to add $25 (added to my deposit check) snack and drinks and supplies for the party. Said snacks will be juice*

*boxes and water and pre-packaged snack crackers or cookies.*

*I UNDERSTAND AGREE TO ALL THE ABOVE STIPULATIONS AND SPECIFICATIONS. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*