

- ❖ How do I sign up my school to see a show?
  - Please use the Student Matinee Request Form to submit a reservation.
- ❖ Why is there a ticket fee?
  - In an effort to ensure as many students as possible witness live performances, a nominal fee of \$10 per ticket is assigned to ensure each seat has value; that we do not under or overbook a performance, and to guarantee the highest impact and the largest audiences for our performing artists.
- ❖ How do I request a scholarship?
  - Limited need-based partial scholarships are available for ticket and bus costs. Please use the 'Additional Comments' section of the Matinee Request Form to express your school's need.
- ❖ How do I pay and what are the payment terms?
  - We accept payment by check. At least six weeks prior to the show we require a non-refundable 10% deposit. Payment in full at this time is encouraged, but not required. The balance is due two weeks prior to the show. No refunds are issued two weeks prior to the show.
  - To pay by credit card, contact Pat Taylor at [ptaylor@thewallis.org](mailto:ptaylor@thewallis.org).
- ❖ When are our tickets confirmed?
  - Tickets are confirmed after the deposit (or payment in full) has been received and a receipt has been issued.
- ❖ What if I need to cancel?
  - You are welcome to cancel anytime. However, the deposit is nonrefundable and the full amount is not refundable two weeks prior to the show.
- ❖ Help! I cannot find a bus!
  - Check out the Transportation Resource Document.