

# GROUP ORDER FORM



FAX form to 613.382.7088 or EMAIL to groups@1000islandsplayhouse.com  
 MAIL to: Thousand Islands Group Sales, Box 241, Gananoque ON K7G 2T8  
 FOR MORE INFORMATION, CALL: 866.382.7020/613.382.7020

COMPANY/GROUP NAME \_\_\_\_\_ CONTACT NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ PROV./STATE \_\_\_\_\_ POSTAL/ZIP CODE \_\_\_\_\_  
 TELEPHONE (DAY) \_\_\_\_\_ FAX \_\_\_\_\_  
 TIP ACCOUNT NUMBER \_\_\_\_\_ EMAIL \_\_\_\_\_

| PERFORMANCE/TOUR/<br>BOXED LUNCH/COMP. TICKETS | QTY | DATE/TIME | PRICE<br>PER TICKET | TOTAL AMOUNT |
|--|-----|-----------|---------------------|--------------|
|  |     |           |                     |              |
|  |     |           |                     |              |
|  |     |           |                     |              |
|  |     |           |                     |              |
|  |     |           |                     |              |

★ **IMPORTANT:** Please specify if you have any special access requirements (eg. wheelchair seating, limited mobility (stairs), listening devices) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

|               |  |
|---------------|--|
| TAX (13%)     |  |
| TOTAL AMOUNT  |  |
| DEPOSIT       |  |
| FINAL PAYMENT |  |

## GROUP BOOKING POLICIES

Group bookings require a minimum of 10 tickets per performance.  
**NEW:** A refundable \$100 deposit is required at the time of booking. **Full payment is due 14 days prior to matinees and opening night and 7 days prior to all other performances.**  
 Refund is available if cancellation has been received 14 days prior to the performance date booked.  
 Tickets are issued only upon receipt of payment. We reserve the right to release bookings which have not been paid according to the policy given above.  
 Complimentary tickets are offered for the bus driver and escort of groups of 20 or more.

**FINAL PAYMENT AND NUMBER CONFIRMATION DUE:** \_\_\_\_\_  
 (M/D/Y)

## PAYMENT INFORMATION

VISA     MASTERCARD     Enclosed cheque (payable to THOUSAND ISLANDS PLAYHOUSE)

AMOUNT \_\_\_\_\_ CARD # \_\_\_\_\_ EXP. DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**OFFICE USE ONLY**    CLIENT ID # \_\_\_\_\_    TOUR OP    SCL    FNDRSR    SPNSR  
 Order # \_\_\_\_\_    Date Booked: \_\_\_\_\_    Booked by: \_\_\_\_\_  
 Booked via:    email    phone    fax    in-person  
 Date Booking Confirmation Sent: \_\_\_\_\_    Copy sent to JS?   
 Date Confirmed: \_\_\_\_\_    Confirmed by: \_\_\_\_\_

## CANCELLATION

Date Cancelled: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Cancelled by: \_\_\_\_\_