



INTERNATIONALLY
ACCLAIMED

EXCELLENCE
ON STAGE & IN LIFE

Student Matinee Contract

Mosaic Youth Theatre of Detroit
610 Antoinette Street, Detroit, MI 48202
Phone: 313-872-6910
Fax: 313-872-6920
www.mosaicdetroit.org

Please check performance attending:

- Woodward Wonderland, December 8, 2011
 Singstation! Mosaic Singers in Concert, March 1, 2012
 Now That I Can Dance, May 10, 2012
 Now That I Can Dance, May 20, 2012

School:

Contact:

Address:

City:

Zip:

Phone:

E-mail:

Fax:

Best time to reach you:

Best way to reach you (circle one): **EMAIL** **PHONE**

Start Time: 10:00am

Performance Location:

Detroit Film Theatre at the Detroit Institute of Arts
5200 Woodward, Detroit, MI 48202
ENTRANCE & PARKING ON JOHN R.

of students in group (at \$5 each):

Total Fee Due: \$

of chaperones (no charge):

Participating in "Talk-Back": Yes

No

Specific departure time if necessary:

Age(s) of attendees:

Grade(s) of attendees:

Handicapped accommodations needed?

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Lunch plans:

Notes:

Full payment and final numbers are due one month prior to performance

1. Signed (or submitted via web site) contract must be returned **ONE MONTH PRIOR TO PERFORMANCE DATE** to confirm your reservation.

2. Payment

FULL Payment is due no later than **ONE MONTH PRIOR TO PERFORMANCE DATE**. Make checks payable to Mosaic Youth Theatre of Detroit. If payment is not made **ONE MONTH PRIOR TO PERFORMANCE DATE** your reservation will be cancelled. TICKETS WILL NOT BE CONFIRMED UNTIL FULL PAYMENT HAS BEEN RECEIVED.

3. Process

Arrival

- All buses will arrive at the **DIA** via the **John R Entrance** and will be greeted by a Mosaic representative.
- One contact person from the school will be directed by the greeter to check in at the ticket reservation desk to pick-up their Student/Teacher Packet and receive additional directions. This packet will also include the seating location.
- Upon returning to the bus, the school representative will escort their students into the theatre and ushers will then assist them to their seats.

Departure

- There will be a “talk-back” session after the performance that will last approximately 15 -30 min.
- Each school group will be asked to remain seated until their school name is called for dismissal. You will be directed to the correct door to exit.
- All schools requiring a specific dismissal time or do not wish to participate in the “talk-back” session need to communicate this information no later than **ONE MONTH PRIOR TO PERFORMANCE DATE**

4. Number of attendees

- The final number of persons attending must be submitted no later than **ONE MONTH PRIOR TO PERFORMANCE DATE**
- There should be 1 chaperone per every 10 students. These chaperones should be included in your final number count.

5. Refund of Money

If organization brings fewer persons to the performance, there is no refund for the unused seats. If organization cancels attendance for performance, there is no refund of payment. If Mosaic cancels a performance, all monies are refunded in full.

6. Please return signed & initialed contract with payment to:

Mosaic Youth Theatre of Detroit
Attn: Nikki Mattison
3011 West Grand Blvd., Suite 1510
Detroit, MI 48202

If the conditions of this agreement are acceptable, please sign and return. All arrangements will be considered tentative until this document is returned to the Mosaic Youth Theatre Sales Manager.

Terms of agreement accepted by:

Signature of Group Leader

(please also print name)

Date

Nikki Mattison, Associate Director of Marketing and Sales

Date