

Name: _____ Organization: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Fax: _____ e-mail: _____

Booking and Reservation Form for *Comedy of Errors*

YES, I'd like to reserve _____ performance(s) of ***Comedy of Errors***

YES, I'd also like to include _____ **PLAYSHOP(S)** to accompany ***Comedy of Errors***

Please indicate **3 date and time of day** ranges when you prefer the performance:

Example: "week of October 17, afternoons only" or "Tuesday mornings in November, 9-10 am"

Range #1 _____

Range #2. _____

Range #3. _____

Note: The 10:00 and 11:00 AM hours are reserved for back-to-back performances. We ask for your understanding that all dates offered are part of a strategy to bring Shakespeare to the widest possible audience at the lowest possible fee. Travel times and distances strongly affect the dates we can offer your organization.

Bay Area Show Rates <i>(within 150 miles of San Francisco)</i> <ul style="list-style-type: none">• Single show rate: \$660• Special Back-to-Back* Show Rate: \$975	Show Rates outside the greater Bay Area <i>(150 miles or more outside of San Francisco)</i> <ul style="list-style-type: none">• Single show rate: \$765• Back-to-Back* Show Rate: \$1080	Playshop Fee <ul style="list-style-type: none">• \$180 per classroom (up to 32 students)
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(*Two shows, same day, same locations, scheduled one immediately after the other)

50% Deposit enclosed

Purchase order enclosed - P.O. # _____

For us to hold a firm spot for you, we must receive this form and a 50% deposit or a purchase order for the full amount.

GET THE PROCESS STARTED AND RETURN THE SIGNED FORM TODAY!

If you can't enclose a deposit yet please begin the steps needed to generate the deposit or purchase order. If you send in this form without a deposit or P.O. we will try to hold the date. If you later decide not to have the show, do not assume that since you did not send a deposit that the show is canceled; **please call us.**

To complete this booking reservation please sign and date below:

Authorized Signature

Date

Special Request: Please help us reach the correct person by filling in the appropriate name and contact information at the top of the form and email or **fax it back today, even if you're not able to book a show at this time.** Better yet, pass this along to the person that we should be contacting and ask them to call or send us the corrections.

Thank You!

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