

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail: \_\_\_\_\_

## Booking Request Form for *Macbeth*

**YES**, I'd like to reserve \_\_\_\_\_ performance(s) of *Macbeth*

**YES**, I'd also like to include \_\_\_\_\_ **PLAYSHOP(S)** to accompany *Macbeth*

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

Example: "week of October 14, afternoons only" or "Tuesday mornings in February 8-9 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.

<b>Bay Area Show Rates</b> <i>(within 150 miles of San Francisco)</i> <ul style="list-style-type: none"><li>• Single show rate: \$689</li><li>• Special Back-to-Back* Show Rate: \$1019</li></ul>	<b>Show Rates outside the greater Bay Area</b> <i>(150 miles or more outside of San Francisco)</i> <ul style="list-style-type: none"><li>• Single show rate: \$810</li><li>• Back-to-Back* Show Rate: \$1135</li></ul>	<b>Playshop Fee</b> <ul style="list-style-type: none"><li>• \$189 per classroom (up to 32 students)</li></ul>
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(\*Two shows, same day, same locations, scheduled one immediately after the other)

**50% Deposit enclosed**

**Purchase order enclose**

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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