

# Student Matinee Ticket Information

The ABT Box Office is located at 2801 Third Ave N | Billings, MT 59101

## HOW TO PURCHASE TICKETS

All tickets are \$6 each.

**For orders of fewer than 10:** Tickets can be purchased in advance of the shows at the Alberta Bair Theater Box Office in person, or by phone at (406) 256-6052, Monday through Friday, 10 a.m. - 5 p.m. The box office opens one hour prior to matinees. Seating is general admission in a designated area of the theater and is based on availability. There are no refunds unless a performance is canceled.

**For Orders of 10 or more\*:** Please fill out the order form on the first page and follow instructions below.

- 1) Indicate the method of payment, transportation, and special needs. Incomplete order forms will not be processed. Ticket prices, \$6, are the same for teachers, chaperones and students.
- 2) Payment is due NO LATER than two weeks before the show. We DO NOT accept cash.
- 3) How to submit your order form:  
Mail to: Alberta Bair Theater, Education Department, PO Box 1556, Billings, MT 59103  
Fax to: 406-256-5060 Email to: [jblakeslee@albertabairtheater.org](mailto:jblakeslee@albertabairtheater.org)  
Hand deliver to: ABT Executive Office, GW Building, 2722 3rd Avenue N, Suite 200
- 4) Your order will be confirmed via email upon receipt of payment.
- 5) Seats are reserved. Seating assignments are made at the discretion of the ABT Education Manager based upon special needs students, age of students and transportation needs.

\* We request at least one adult chaperone for every 20 students. Please note the suggested grade/age for each performance.

## NEED MORE SEATS OR NO SEATS?

### Changes & Cancellations

- 1) Extra seats: additional seat requests will be accommodated whenever possible.
- 2) Refund/Cancellation Policy: all sales are final once payment or purchase order is received. No refunds or exchanges will be given unless a performance is canceled by the ABT.

## TRANSPORTATION

### Buses

- 1) Instructions will be emailed to **your school's contact person** approximately two weeks prior to the show. Your school will be given a specific entrance to drop off and pick up students.  
**Please make sure the bus drivers receive this information.**
- 2) Name of school: Buses must have a sign in the side window with the name of the school and the number (name of school #1, name of school #2, etc.) if sending more than one bus.

# Master Classes & Workshops

Master classes give artists time and opportunity to engage with local youth and their educators and delve deeper into the mechanics and artistry of a performing arts discipline. Artists and dates will be announced.

Compagnie Hervé Koubi are leading three workshops on stage of Alberta Bair Theater as part of ABT's Hip Hop Program in partnership with five local elementary schools.

Workshops give artists the opportunity to engage with smaller groups of people and answer specific questions. Aquila Theatre will lead a workshop. Details to be announced.

# Student Matinee Ticket Order Form



Name of School: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

School Phone: \_\_\_\_\_ School Fax: \_\_\_\_\_

**\*\* Please circle preferred performance time and include chaperones in total number of seats. \*\***

*Performances are approximately one hour long.*

Performance <i>Recommended Grades</i>	Time <i>Circle One</i>	Total # Seats	Ticket Price	Total Due	Payment Due	Grade Level(s)
<b>The Bridge (High School)</b> Tuesday, Oct 5, 2021	10:30am		\$6		09/24/21	
<b>Doktor Kaboom (4-8)</b> Tuesday, Oct 19, 2021	9:30am 12:30pm		\$6 \$6		10/05/21	
<b>Schoolhouse Rock Live! (1-5)</b> Thursday, Jan 20, 2022	9:30am 12:30pm		\$6 \$6		1/06/22	
<b>compagnie Hervé Koubi (4+)</b> Tuesday, Feb 1, 2022	9:30am 12:30pm		\$6		01/18/22	
<b>DINO-LIGHT (K-5)</b> Monday, Feb 14, 2022	9:30am 12:30pm		\$6		01/31/22	
<b>Very Hungry Caterpillar</b> <small>Pre-K-3</small> Friday, Feb 25, 2022	9:30am 12:30pm		\$6		02/11/22	
<b>The Science of Magic (6-8)</b> Tuesday, Mar 29, 2022	9:30am 12:30pm		\$6		03/15/22	
<b>Shakespeare's MacBeth (8+)</b> Friday, Apr 1, 2022	9:30am		\$6		03/18/22	
<b>Wings of Courage (6-8)</b> Tuesday, Apr 19, 2022	9:30am 12:30pm		\$6 \$6		04/05/22	

**Transportation**

BUS How many buses? \_\_\_\_\_

VAN How many vans? \_\_\_\_\_

CAR \_\_\_\_\_

WALKING \_\_\_\_\_

**Special Needs**

Please indicate how many

Wheelchair \_\_\_\_\_

Visually impaired \_\_\_\_\_

Hearing impaired \_\_\_\_\_

Needs ABT listening device \_\_\_\_\_

Need Invoice? Check here \_\_\_\_\_

If invoice is to be emailed to an address other than the one at the top of this form, please indicate where to send it:

\_\_\_\_\_

\_\_\_\_\_

**ABT Office Use Only**

Computer Login \_\_\_\_\_

Invoice \_\_\_\_\_

Confirmation \_\_\_\_\_

Payment \_\_\_\_\_

**Please fax this form to (406) 256-5060 or email to [jblakeslee@albertabairtheater.org](mailto:jblakeslee@albertabairtheater.org)**

Check or money order (Payable to Alberta Bair Theater): Check # \_\_\_\_\_ Purchase order # \_\_\_\_\_

Credit Card: Visa  AmEx  MC  Discover  Card Number \_\_\_\_\_ CVV# \_\_\_\_\_  
Security Code

Expiration date: \_\_\_\_/\_\_\_\_ Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Please see other side for important ticketing, bus and refund information.  
Keep a copy of this completed form for your records.