

Reston Community Center – the CenterStage Community Arts Organization Ticket Order Form

Adult Name	First										Last									
Home Address																				
City												State								
Phone	Home											Cell								
E-Mail Address																				

I would like to receive the CenterStage newsletter, SPOTLIGHT

HOW DID YOU LEARN ABOUT THIS EVENT? _____

- Please add me to the mailing list for this organization I would like confirmation regarding this order

Reservation Information

Orders may be placed two weeks prior to the first performance.

ORGANIZATION:

Conservatory Ballet

Reston Community Players

Reston Choral

Other: _____

PERFORMANCE TITLE: _____

DAY OF WEEK: _____

DATE: _____

CURTAIN TIME: _____

Ticket Information

Amount	Ticket Type		Price per Ticket		Total Price
	Adult	@	\$	=	\$
	Senior	@	\$	=	\$
	Youth	@	\$	=	\$
	Other*	@	\$	=	\$
	Season Tickets		PREPAID		PREPAID
	TOTAL			TOTAL	\$

*Comp, Group, Pass, etc.
Please Note: If ordering for more than one performance or organization, use separate order forms.

Payment Options

CHARGE: Mastercard Visa Discover

ACCOUNT #: _____

EXP. DATE: _____

CVV CODE: (Three Digit Number) _____

No refunds/exchanges for ticket purchases unless the show is canceled.

Check – Payable to Reston Community Center

Cash is accepted in person during Box Office Hours

Seating Information

Your ticket request will be filled in the order in which it was received. RCC Box Office staff will make every effort to seat you as close as possible to your request.

GENERAL REQUEST: _____

ANY SPECIAL NEEDS?: (i.e. Wheelchair, hearing assistance, etc.)

RCC USE ONLY	
Date Received:	Order Notes:

Community Arts Organizations Ticket Order Form

Tickets for Community Arts Organization events held at the Reston Community Center (the CenterStage or the Community Room) are available for sale two weeks prior to the first performance date. Tickets are sold at Adult, Senior or Student/Youth prices, depending on the organization, regardless of residency (no discounts for Small District 5 residents or employees). All seats are reserved unless otherwise indicated; payment is required at the time of reservation.

Season subscription ticketing is handled differently by different organizations. Priority ordering information is provided with confirmation of the season subscription. Information about contacting each Community Arts Organization is listed in its event description.

Prices, dates and titles are subject to change. Please contact RCC Box Office with any questions.

CENTERSTAGE BOX OFFICE INFORMATION



Online:

www.restoncommunitycenter.com

Available until one hour before a performance and requires payment of a processing fee.



By Mail:

**Return a Ticket Order Form to
RCC Box Office, 2310 Colts Neck Road, Reston, VA 20191**



In Person:

- **Tuesday, Wednesday, Thursday: 4:00 p.m. – 9:00 p.m.**
- **Saturday: 1:00 p.m. – 5:00 p.m.**
- **Two hours before any ticketed performance.**

703-476-4500, Press '3' • TTY 711

Please provide the following information when you call:

- Your name with the correct spelling as it appears on your Visa, MasterCard or Discover credit card;
- The best telephone number for us to return your call;
- The performance title, date and curtain time you wish to attend;
- The number of tickets you wish to order and whether they are Reston, Non-Reston;
- Your Visa, MasterCard or Discover credit card number, its expiration date and the security code (no American Express please);
- The billing address of your credit card including zip code;
- Your email address so that we may send a confirmation as well as your e-tickets to you.



Phone:

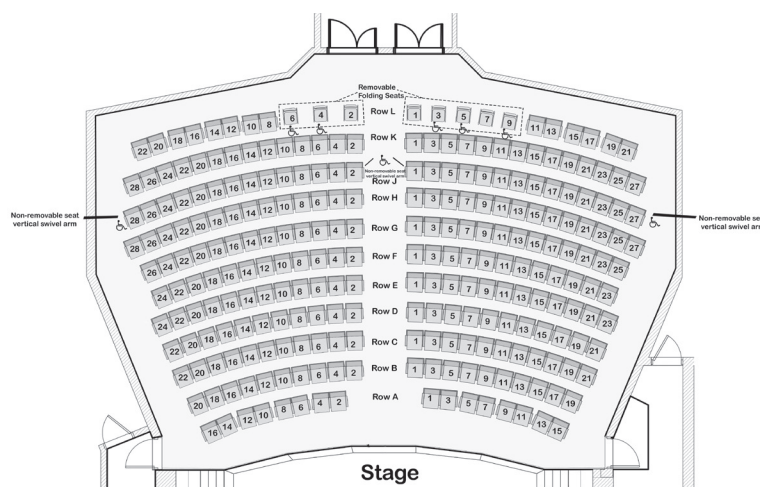


Fax:

Fax Ticket Order Form to 703-476-2488

PLEASE NOTE:

- No refunds or exchanges are made unless the show is canceled.
- Please indicate if a wheelchair-accessible seat is needed or of any other accommodations we can make to provide better access for patrons with any special needs. Please do so as soon as possible to assure we can best accommodate you.
- All audience members, regardless of age or the performance location at Reston Community Center, are required by Virginia Fire Code to have a ticket.
- Tickets are not mailed. Etickets will be sent electronically to the primary patron at the time of the sale. Etickets may be printed at home or shown on your mobile device to be scanned at the theatre door. Any issues regarding e-tickets can be addressed by calling the Box Office.
- No COVID-19 restrictions on the capacity of the CenterStage were in place at the time this order form was created. Should that change, patrons are required to abide by whatever health protocols are required.
- Check your health; if you're not well, please stay home! If you have symptoms of COVID-19 or you've been exposed to COVID-19 in the past 14 days, don't attend.



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