

BELL SHAKESPEARE PRIMARY BOOKING FORM 2017

SCHOOL DETAILS

School	Campus	
Address	State	Postcode
School email	Phone	

CONTACT TEACHER DETAILS

Name	Position
Email	Mobile
How did you hear about us? <input type="checkbox"/> Website <input type="checkbox"/> E-Mail <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Flyer <input type="checkbox"/> Other:	

I would like to receive **Bell Shakespeare's Learning e-newsletter**, for all the latest news and Learning updates.

ACCOUNTS PAYABLE

Name	Email	Phone
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IN SCHOOL PERFORMANCES

Multiple performances are available for in school performance bookings. Please fill out your required performances below. \$995 for up to 140 students. \$7 per additional student up to a maximum 200. (GST not applicable).

THE WONDERFUL WORLD OF WILL		
Performance 1	Performance 2	Performance 3
Requested date	Requested date	Requested date
Requested time	Requested time	Requested time
Student year(s)	Student year(s)	Student year(s)
No. of students (estimate)	No. of students (estimate)	No. of students (estimate)
Total \$	Total \$	Total \$

IMMERSIVE SHAKESPEARE WORKSHOPS

Multiple workshops are available. Please fill out your required workshops below. \$550 per workshop (inc. GST). Workshops with two arts educators are available at an additional cost.

WORKSHOP 1	WORKSHOP 2	WORKSHOP 3
<input type="checkbox"/> <i>A Midsummer Night's Dream</i> <input type="checkbox"/> <i>Romeo And Juliet</i> <input type="checkbox"/> <i>Macbeth</i> <input type="checkbox"/> <i>The Tempest</i>	<input type="checkbox"/> <i>A Midsummer Night's Dream</i> <input type="checkbox"/> <i>Romeo And Juliet</i> <input type="checkbox"/> <i>Macbeth</i> <input type="checkbox"/> <i>The Tempest</i>	<input type="checkbox"/> <i>A Midsummer Night's Dream</i> <input type="checkbox"/> <i>Romeo And Juliet</i> <input type="checkbox"/> <i>Macbeth</i> <input type="checkbox"/> <i>The Tempest</i>
Requested date/time	Requested date/time	Requested date/time
Alternate date/time	Alternate date/time	Alternate date/time
No. of students (max 30)	No. of students (max 30)	No. of students (max 30)
Student year(s)	Student year(s)	Student year(s)
Total \$	Total \$	Total \$

Office use only

PROFESSIONAL LEARNING

Minimum 10 teachers. \$120 + GST per teacher, full day. \$75 + GST per teacher, half day (4 hours).

Topic/Content		
Date Preferences	No. of teachers	Total \$

I have read and agree to the terms and conditions stated below and understand that this document forms a binding agreement between Bell Shakespeare and my school. **TWO (2) SIGNATURES ARE REQUIRED TO VALIDATE BOOKING.**

Name	Signature	Date
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Booking Teacher OR Head of Department

Name	Signature	Date
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Principal OR Deputy Principal

Return this completed form by **Fax:** 1300 552 271 **Email:** learning@bellshakespeare.com.au

Post: Bell Shakespeare Learning, PO Box 10, Millers Point NSW 2000 **Questions?** Call us on 1300 305 730.

TERMS AND CONDITIONS

Bookings for all Bell Shakespeare Learning Primary Programmes must be made using this booking form. To request another booking form, please email us at learning@bellshakespeare.com.au or download one from bellshakespeare.com.au/learning

Please read carefully the terms and conditions to which you are agreeing. Changes and cancellations to bookings cannot be accepted over the phone and must be made in writing via email, letter or fax. The booking forms a binding agreement between Bell Shakespeare and the school, and the school is liable to make payments by the due dates. Bell Shakespeare will endeavour to accommodate any subsequent request for changes but reserves the right to retain the original arrangements and charge the full fee. Cancellations by Bell Shakespeare will result in rescheduling at a mutually agreed time or Bell Shakespeare will refund any payment made by the school.

It is the booking teacher's responsibility to ensure student numbers are accurate, payment is organised and the school is notified of the booked activities. If a booking teacher leaves the school, it is their responsibility to pass all information of the booking to a new contact teacher before they depart and to inform Bell Shakespeare of the change of contact teacher.

IN SCHOOL PERFORMANCES

- PAYMENT:** A \$250 non-refundable deposit per performance is to be paid within 14 days of booking. According to student numbers, final payment will be invoiced after the performance and is due within 14 days.
- CANCELLATIONS:** Cancellations made within eight school weeks of the performance date will result in the full minimum fee (\$995) being payable by the school.

STUDENT WORKSHOPS AND PROFESSIONAL LEARNING

- PAYMENT:** Full payment is due within 14 days of the booking being processed and invoiced by Bell Shakespeare.
- CANCELLATIONS:** No refunds will be given for cancellations made within 14 days of the workshop date.

PRIVACY

By providing my details I understand that Bell Shakespeare may contact me about this and other relevant learning programmes in my area.