



## EDUCATION PROGRAM VIC BOOKING REQUEST - 2019

SCHOOL DETAILS	
SCHOOL:	
ADDRESS:	
TEACHER:	ROLE:
PHONE:	MOBILE:
EMAIL:	

Please tick here if you **do not** wish to be on our mailing list to receive information from us about our future productions and education programs. We do not share your personal details with third parties.

Preferred Date: \_\_\_\_\_ Preferred Time: \_\_\_\_\_

Year Level: \_\_\_\_\_ Subject: \_\_\_\_\_ No of students: \_\_\_\_\_

Description	Qty	Unit price inc GST (max 100 students)	Additional Students for bookings over 100 (\$8.50 per student)	Total (incl GST)
<b>Incursions: VCE English Texts</b> (please circle) <u>Measure for Measure</u> <u>The Women of Troy</u>		\$1,200		\$
<b>Incursions: Secondary and Upper Primary</b> (Please circle) <u>Romeo &amp; Juliet</u> <u>Macbeth</u> <u>A Midsummer Nights Dream</u> <u>The Merchant of Venice</u> <u>Play on Shakespeare</u>		\$1,100		\$
<b>Well-Read</b>		\$1,600		
<b>Expert to Expert (PD Session)</b>		\$120 (per teacher, \$600 min)		\$
<b>Residency</b>		\$1,900		\$

<b>Regional travel fee (as agreed)</b>	\$
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<b>TOTAL \$</b>
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**PAYMENT:**

Upon receiving this form a member of our Education Team will contact you to discuss your booking.

Once everything has been agreed upon, we will send you a confirmation form containing a breakdown of your booking and our terms and conditions, and an invoice for a **50% deposit payment**, which is required to lock in your session. Payment can be made by cheque, credit card or EFT payment. Once payment of the deposit has been processed we are unable to provide a refund or alter your booked course date.

Deposit payment is required 14 days after the date of issue or immediately if booked within 14 days of your workshop date. An invoice for the remaining fee will be issued after the completion of the workshop and is payable 14 days after this date.

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**How did you hear about the Australian Shakespeare Company's In School Program (please tick)?**

- Newspaper       Facebook       Email newsletter       Word of Mouth
- Brochure/Flyer       Conference       Shows for Schools website       Other website
- Australian Shakespeare Company website       Booked previously
- Other (please specify) \_\_\_\_\_
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**TERMS AND CONDITIONS**

1. By completing this Booking Request form you are indicating your acceptance of these terms and conditions.
2. Deposit payment for the booking is required in advance of your confirmed booking date. Once payment has been processed we are unable to provide a refund or alter your booked course date.
3. Should the course be cancelled by the Australian Shakespeare Company we will endeavour to re-book the course at a new date agreed with you. If this is not possible a credit note will be offered to the value of the cancelled course, valid for 12 months from the date of issue.
4. The Australian Shakespeare Company does not accept any responsibility for participants' personal property.
5. The Australian Shakespeare Company does not accept liability for any personal injury incurred during the normal conduct of the course.
6. The Australian Shakespeare Company reserves the right to make photographic and/or visual recordings during the course for inclusion in our archives and for use in the Australian Shakespeare Company marketing materials.
7. Audio and/or visual recording of any kind by participants is not permitted.
8. Any personal information provided will be collected, used and stored solely in accordance with our Privacy Policy, available at [www.shakespeareaustralia.com.au](http://www.shakespeareaustralia.com.au)

**Teacher Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Please email a scan of your fully completed and signed booking request to:**  
E: [schools.vic@shakespeareaustralia.com.au](mailto:schools.vic@shakespeareaustralia.com.au)

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