

## GROUP SALES

For most King Center events, a ticket purchase of ten (10) or more can be considered a group ticket purchase. Some events offer a special group discount, while others will offer a reduced service fee. Ticket prices will be confirmed with the group leader based on the event, and usually are only available through the ticket office. PLEASE NOTE THIS DOES NOT APPLY TO THEATRE FOR YOUTH PERFORMANCES.

### Group purchase checklist:

- Submit a headcount to [DillowA@EasternFlorida.edu](mailto:DillowA@EasternFlorida.edu) – this will be the amount of tickets you will be invoiced for. Also include your preferred price point and seating preferences or requirements (accessible seating, etc.)
- Upon receipt of your headcount, your group reservation will be placed and you will be sent an invoice.
- Submit payment for the invoice by the listed due date on the invoice - usually within 48 hours, or no less than one week prior to the show, whichever is sooner.
  - If you would like to hold seats while collecting payment, a non-refundable deposit of 10% can be submitted. A due date for payment in full will be set based on each event.
  - Once payment is submitted, all sales are final. No refunds, exchanges, or reduction of tickets can be made. Additional seats will be fulfilled in best available seating, with no guarantee of seating with the group. Additional seat purchases of less than ten (10) tickets may be charged at regular price.
  - Failure to submit payment in full by the due date listed on the invoice will result in cancellation of seats. A new group request may be submitted with payment if deadline is missed.
  - If performance is designated as a sell out, the group leader will be contacted with a new due date for payment in full.