



Commedia dell'Arte Performance Booking Form

School Information

School: _____

Contact(s): _____

School contact number: _____ Mobile: _____

Email: _____

School Address: _____

Where did you hear about **Make A Scene**? _____

Schools Outside Melbourne Metropolitan Area

Approximate distance from CBD (Km): _____ Estimated travel time from CBD: _____

Participant Details

Year level(s): _____ Drama and /or Italian: _____

Total number of teachers supervising: _____ Total number of student audience: _____

Please tick preferred performance

Venice In Love Fooling In Love Pinocchio

Performance Date(s) **Performance Time(s) ***

1st preference: _____ 1st performance: _____

2nd preference: _____ 2nd performance: _____

3rd preference: _____ * 60 min performance not including question time

Performance Requirements - please respond to the following:

1. Are you able to provide a performance space, minimum 4 x 4 metres (excluding audience area)? _____

2. We need access to a power supply behind the performance area. Is this possible? _____

3. Can you ensure that the performers will have 60 min to set up without the audience present? _____

4. How close is our vehicle able to get to the performance area? This may determine whether we require more time to set up. _____

Terms and Conditions

I acknowledge and agree that a teacher and/or legally required number of teachers must be present at all times during the presentation, workshop, shows or any ancillary activities (Events) and that Make A Scene Pty Ltd including its directors, employees, agents, contractors or assigns will not be legally responsible for any of the participants, audience or students. I agree to pay a non-refundable 20% deposit to secure my booking. I understand that an invoice will be sent to the School once this booking form is processed. I agree that full payment is to be made prior to, or on the day of the Events and that late payments will incur a fee equal to 10% of the Event/s cost. If the School cancels an Event/s within 3 days of the Event/s I agree to pay a cancellation fee equal to the Event/s cost. I am aware that Make A Scene does not re-invoice schools or clients after a presentation if there are less participants that originally quoted on this booking form. However, if there are more participants present on the day I agree to inform Make A Scene and pay for the extra numbers within 7 days. The School agrees that photographs may be taken by teachers or staff members only. I agree not to film or video the Events under any circumstances. I understand that filming the Events is a breach of Make A Scene's intellectual property rights and may result in legal action. I understand that this includes filming, recording or capturing the Events on any electronic devices or otherwise. I agree to make an announcement at the beginning of the show to ensure filming does not occur. The School agrees that any photographs taken during the Events are the sole property of Make A Scene Pty Ltd

I have read and agreed to all the above terms and conditions.

Signed _____ Date _____

Office use only

Estimated travel costs (if applicable): _____

Total Cost: _____ Date invoice issued: _____

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