

Schools' Program Booking Form

Bookings & info mwf.com.au

Melbourne 2019
Writers Festival

2-5
Sep

ALL SCHOOLS' PROGRAM EVENTS (excluding workshops)

\$10 per student/teacher per event

WORKSHOPS AND MASTERCRAFT EVENTS

\$15 per student/teacher per event

Teachers with a group of 10 students will receive one complimentary ticket. All tickets are GST exempt.

BOOK MORE SESSIONS AND SAVE! (excluding workshops)

\$19 per student for two events

\$27 per student for three events

Simply book using this form and we will apply the discount price to your general sessions if booked in one transaction. Multi-buy discount is not available for workshops or mastercraft events.

Event Details

EVENT CODE	EVENT TITLE	QTY STUDENT TICKETS	QTY TEACHER TICKETS
TOTAL QTY TICKETS			
TOTAL PAYMENT DUE \$			

Booking Details

Booking contact: _____

Position: _____

School: _____

Trip supervisor name: _____

Supervisor mobile: _____

Year level: Years 4-6 Years 7-8 Years 9-10 Years 11-12

School type: Government Catholic Independent

School mailing address: _____

Postcode: _____

Telephone: _____

Email: _____

Will your group include English as an Additional Language (EAL) students?:
 Yes No Don't know

Will your group include Indigenous students?:
 Yes No Don't know

Your booking will be confirmed via email.

Please ensure you regularly check this email account, including junk folders.

Note: The booking contact is the person who made the booking.

The trip supervisor is the person bringing the class who we may contact regarding the visit.

Reservation Process

If your school needs extra time to confirm student numbers, we can reserve tickets for up to two weeks.

Please see full details of the reservation process in the printed planner or visit mwf.com.au/schools

Payment must be made via cheque, EFT or credit card immediately upon confirmation of attendance numbers. Once payment has been made, a receipt will be issued via email.

All payments for Schools' Program reservations must be finalised by **Thursday 1 August**. MWF reserves the right to cancel bookings that remain unpaid after this date.

More Information

For booking enquiries, please contact the Box Office on 03 9999 1199 or ticketing@mwf.com.au

For general enquiries, please call 03 9094 7859 or email admin@mwf.com.au

There are no refunds or exchanges once bookings have been processed. Visit mwf.com.au for our bookings and reservations policy.

Payment Details (Please tick)

RESERVATION ONLY. Please reserve places in the above session/s for two weeks

Please raise an invoice for the amount shown above. Invoice will be addressed to the school and must be paid by Thursday 1 August

Enclosed is a money order or cheque made payable to 'Melbourne Writers Festival'

I have completed an EFT transfer to Melbourne Writers Festival
BSB 033549 Account 108597

Please provide your school name in the reference section of the payment transfer

Date Paid ____ / ____ / ____

Please charge my credit card

Visa Mastercard

Credit Card Number:

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Expiry Date

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Name on Card: _____

Signature: _____

Date: _____

How To Book

Please return this form to us:

EMAIL ticketing@mwf.com.au

FAX 03 9650 6467

POST Box Office, Melbourne Writers Festival

Level 1, 176 Little Lonsdale Street

Melbourne VIC 3000

(Note postal bookings close on Friday 26 July)

Please retain a copy of this form for your own records.

MWF ABN 29 367 097 058