



**RICHMOND  
BALLET**

## GROUP DISCOUNTS POLICY 24/25

### **Group Size**

Groups must consist of 10 or more people.

### **Ordering your tickets**

Call the Richmond Ballet Box Office to reserve your tickets and to talk through pricing, seating, and performance dates and times at 804.344.0906 x244. When group orders are reserved, a contract (including performance date/time, number of tickets, pricing, seating information, and payment due date) will be sent to the group leader. Please review your contract, sign, and return to Richmond Ballet. You may add or subtract the number of seats in your group order up until the time of payment. If you wish to add seats to your group order after payment has been made, we will do our best to accommodate your request, but cannot guarantee that everyone in your group will be able to sit together.

### **Seating**

We are usually able to seat everyone in your group together, but we recommend contacting us as early as possible to secure your seats because performances fill up very quickly. If any members of your group need to sit separately due to accessible seating needs, different price levels, etc., please let us know so we can make every attempt possible to accommodate your needs.

### **Payment**

Full payment is required 30 days prior to the chosen performance. If tickets are booked less than 30 days prior to the performance, payment is due at the time of your purchase. A \$5.00 per order handling fee will be added to your order. Richmond Ballet accepts American Express, MasterCard, Visa, Discover, cash, and check. Please make checks payable to Richmond Ballet. Payment may be made over the phone, in person, or sent to: Richmond Ballet - Patron Services, 407 East Canal Street, Richmond, VA 23219

**Priority Period Discount Offer (through October 18)**

15% discount on tickets for all Dominion Energy Center, Studio Theatre, and Virginia Museum of Fine Arts performances

**Standard Discount Offer (October 19 – the remainder of the season)**

10% discount on tickets for all Dominion Energy Center, Studio Theatre, and Virginia Museum of Fine Arts performances

**Ticket Distribution**

Tickets are printed when payment is received in full. You may choose to have your tickets mailed to you as long as the performance is at least two weeks away – any less than that and you run the risk of your tickets not arriving before the performance date. You may also pick them up in advance at the Richmond Ballet Box Office or at will call at the corresponding theatre the day of the performance. You are responsible for distributing tickets to all members of your group.

**Parking**

Studio Theatre parking information: [richmondballet.com/studio-theatre](http://richmondballet.com/studio-theatre)

Dominion Energy Center parking information: [richmondballet.com/DEC](http://richmondballet.com/DEC)

Virginia Museum of Fine Arts parking information: [vmfa.museum/visit/directions](http://vmfa.museum/visit/directions)

If you are planning on motor coach transportation, please let us know in advance so we can make parking arrangements for your group.

**If you have any questions or are ready to place your group order, please give us a call.**

**We look forward to hearing from you!**