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Performance Date Showtime	Grade level	# of student tickets	# of comped adult tickets	# of paid adult tickets	ADA needs	** # of WH	# of Buses	Amount Due	OK/ Sold out For office use only:
Freedom Train 1/13/2010 9:30 or 11:15	5 th - 8 th								
Frindle 04/07/2010 9:30 or 11:15	3 rd - 7 th								
Aesops Fables 05/04/2010 9:30 or 11:15	K-2 nd								

ADA NEEDS: VI=VISUALLY IMPAIRED, HI=HEARING IMPAIRED, PI=PHYSICALLY IMPAIRED, ESE=EXCEPTIONAL, OT=OTHER **WH=WHEELCHAIR

***COMPLEMENTARY ADULT TICKETS are provided at a ratio of 1 per 15 students. ESE ratio is 1 per 3 students.

NOTE: Once your ORDER FORM has been received, Polk Theatre will FAX this form back to you promptly confirming that your reservation order has been processed, and a seat for each of your students has been reserved. Seats are on a first come first serve basis for prompt response and for your seating performance of choice (we will notify you if seats are no longer available). **\$100 Deposit will be due upon notification of confirmation. Full payment will be due 30 days prior to performance.**

NOTE: Although attrition due to absences will occur, **IT IS NOT ACCEPTABLE** to cancel an entire performance or to reduce attendance numbers by more than 10% without a **MINIMUM of three weeks notice (CANCELLATION DEADLINE)**. In the event of a cancellation or reduction in attendance greater than 40% of original reservation **AFTER THE CANCELLATION DATE**, the school is responsible for 60% of the original reservation. (Please make checks payable to "Polk Theatre": Memo: KAFE)

KAFÉ reserves the right to cancel a show that does not have sufficient response by Sept. 30th.