

# Reston Community Center – the CenterStage Community Arts Organization Ticket Order Form

Adult Name	First										Last									
Home Address																				
City											State			Zip						
Phone	Home										Cell									
E-Mail Address																				

**HOW DID YOU LEARN ABOUT THIS EVENT?** \_\_\_\_\_

- Please add me to the mailing list for this organization       I would like to receive RCC CenterStage promotional emails  
 I would like confirmation regarding this order

### Reservation Information

Orders may be placed two weeks prior to the first performance.

**ORGANIZATION:**

**Conservatory Ballet**  
 **Reston Community Players**  
 **Reston Choral**  
 **Other:** \_\_\_\_\_

**PERFORMANCE TITLE:** \_\_\_\_\_

**DAY OF WEEK:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**CURTAIN TIME:** \_\_\_\_\_

### Ticket Information

Amount	Ticket Type		Price per Ticket		Total Price
	Adult	@	\$	=	\$
	Senior	@	\$	=	\$
	Youth	@	\$	=	\$
	Other*	@	\$	=	\$
	Season Tickets		PREPAID		PREPAID
	<b>TOTAL</b>				<b>TOTAL</b> \$

\*Comp, Group, Pass, etc.  
Please Note: If ordering for more than one performance or organization, use separate order forms.

### Payment Options

**CARD HOLDER'S NAME :** \_\_\_\_\_

**CHARGE:**  Mastercard  Visa  Discover **EXP. DATE:** \_\_\_\_\_

**ACCOUNT #:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

No refunds/exchanges for ticket purchases unless the show is canceled.

**Check - Payable to Reston Community Center**

### Seating Information

Your ticket request will be filled in the order in which it was received. RCC Box Office Staff will make every effort to seat you as close as possible to your request.

**GENERAL REQUEST:** \_\_\_\_\_

**SPECIFIC SEATS:** Row(s) \_\_\_\_\_  
Seat(s) \_\_\_\_\_

**ANY SPECIAL NEEDS?:** (i.e. Wheelchair, hearing assistance, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

RCC USE ONLY	
Date Received:	Order Notes:

# Community Arts Organizations Ticket Order Form

Tickets for Community Arts Organization events held at the Reston Community Center (the CenterStage or the Community Room) are available for sale two weeks prior to the first performance date. Tickets are sold at Adult, Senior or Student/Youth prices, depending on the organization, regardless of residency (no discounts for Small District 5 residents or employees). All seats are reserved unless otherwise indicated; payment is required at the time of reservation.

Season subscription ticketing is handled differently by different organizations. Priority ordering information is provided with confirmation of the season subscription. Information about contacting each Community Arts Organization is listed in its event description.

Prices, dates and titles are subject to change. Please contact Box Office with any questions.

## CENTERSTAGE BOX OFFICE INFORMATION



**Online:**

[www.restoncommunitycenter.com](http://www.restoncommunitycenter.com)

Available until two hours before a performance and requires payment of a processing fee.



**By Mail:**

**Return a Ticket Order Form to  
RCC Box Office, 2310 Colts Neck Road, Reston, VA 20191**



**In Person:**

Tuesday, Wednesday, Thursday: 4:00 p.m. – 9:00 p.m.

Saturday: 1:00 p.m. – 5:00 p.m.

Two hours prior to curtain time



**Phone:**

**703-476-4500, Press '3' • TTY 711**

**Please provide the following information when you call:**

- Performance title, day, date and curtain time
- Ticket quantity/type (resident/non-resident, adult/senior, etc.)
- Name as it appears on your Visa, Discover or MasterCard, credit card number and expiration date
- **RCC cannot accept American Express for phone, fax, or walk-in orders.**
- Zip code that matches the billing address for your credit card
- Home, work, and/or mobile telephone numbers where you can reliably be reached
- Seating location preferences (i.e. front, center, or back of the theatre)

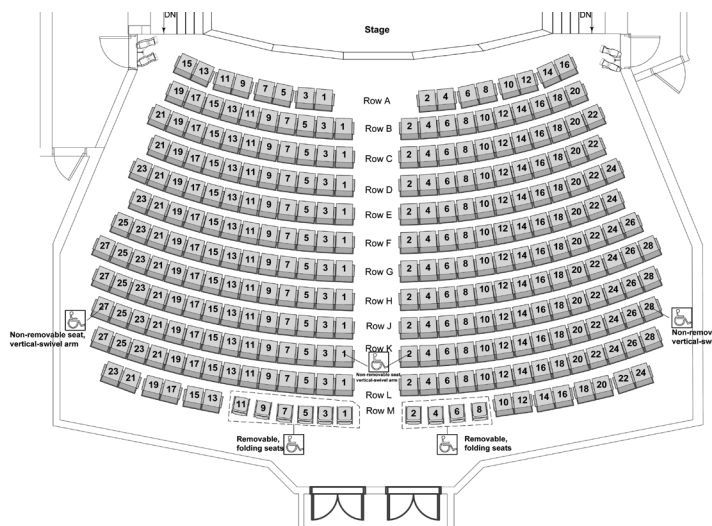


**Fax:**

**Fax Ticket Order Form to 703-476-2488.**

### PLEASE NOTE:

- No refunds or exchanges unless the show is canceled
- Please indicate if a wheelchair accessible seat is needed, or of any other accommodations we can make to provide better access for patrons with any special needs; and do so as soon as possible to assure we can best accommodate you.
- All audience members, regardless of age or the performance location at Reston Community Center, are required by Virginia Fire Code to have a ticket.
- Tickets are not mailed and can be picked up at RCC Hunters Woods during regular front desk hours, 9:00 a.m. - 9:00 p.m. once the order is processed.



Prices, dates and titles are subject to change. Please contact the Box Office with any questions.