



THE ARTS  
SOCIETY  
SCOTLAND &  
N. IRELAND AREA

## BOOKING FOR EVENTS

Details of Events will be emailed to Society Chairmen, posted on the Area Website and included in the Arts Society Review

Booking Forms will be emailed to Societies and posted on the Area Website on a prearranged date

Members are asked to:

Make cheques out to "Arts Society Scotland & N. Ireland"

Enclose an SAE

Put the name of their Society on the envelope

Save the top part of the form for information

Places for the event will be balloted by Society.

The closing date for bookings will be on the form. On this day all the envelopes will be sorted into piles, one for each Society

They will be opened in order until the visit is filled. This means each Society will have a fair allocation of tickets

The tickets will be sent out on that day

The rest will be opened in order and placed on the waiting list.

If an event is greatly oversubscribed I will try to arrange a second one

Cheques will be returned to unsuccessful applicants

Once the tickets have been issued no refunds will be made.