

Portland Ovations

School-Time Performances Reservation Form



Check the performance(s) you wish to attend:

ALL TICKETS \$7

Doktor Kaboom!
Tuesday, October 19, 2010 • 10:30-11:30 am
Merrill Auditorium, Portland
(suggested for grades 3-5)

Imago Theatre's ZooZoo
Friday, April 1, 2011 • 10:30-11:30 am
Merrill Auditorium, Portland
(suggested for grades pre-K through 2)

NEW LOCATION!
 Wired!
Wednesday, December 1, 2010 • 10:30-11:30 am
Westbrook Performing Arts Center, Westbrook
(suggested for grades 3-5)

Balé Folclórico da Bahia
Wednesday, January 19, 2011 • 10:30-11:30 am
Merrill Auditorium, Portland
(suggested for grades 6-12)

Knuffle Bunny—A Cautionary Musical
Monday, March 14, 2011 • 10:30-11:30 am
Merrill Auditorium, Portland
(suggested for grades pre-K through 2)

Universes: Live From the Edge
Friday, April 8, 2011 • 10:30-11:30 am
USM Portland Hannaford Hall
(suggested for grades 6-12)

Study guides for all performances available at PortlandOvations.org and the Maine iTunes K-12 site.

Contact Information

Contact Name _____ School Name _____
Position _____ School Address _____
Email Address _____ City/State/Zip _____
Best Contact Phone Number _____

Reservation Information

Grades attending _____ Total # of tickets required _____
Total # of students attending _____ x \$7 per ticket = total ticket charge \$ _____
(you may have one free teacher/chaperone ticket for every class of 20 students)
Total # of teachers/chaperones attending _____ Accessibility requirements _____

Reservation & Total Payment Deadlines:

Dr. Kaboom: September 24, 2010
Wired: November 19, 2010
Knuffle Bunny: February 27, 2011
ZooZoo: March 14, 2011
Balé Folclórico da Bahia: January 4, 2011
Universes: March 14, 2011
All orders received after the deadlines will be processed on a first-come, first-served basis. Confirmations will be mailed or emailed two weeks before the performance.

Submitting Reservations

Fax to 207.774.1018
Mail or hand-deliver to:
Director of School Programs
Portland Ovations
50 Monument Square, 2nd Floor
Portland, ME 04101

Confirmation

Reservations will be confirmed in writing and by email (if an email address is provided). No physical tickets will be issued. Actual seat assignments will be based on age and necessary accommodations.

Payment

Groups of 10 or fewer: Payment in FULL must accompany your order to secure your reservations.
Groups of 11 or more: A purchase order number or 50% payment is required with your order form. Final payment must arrive three weeks before the performance.

PLEASE NOTE:

Weather-related School Cancellations and Refund Policy:
Portland Ovations is obligated to pay artists regardless of weather conditions. If your school is cancelled due to weather, Portland Ovations cannot refund your payment, but will try to accommodate your group at another performance.

OFFICE USE ONLY

Date Received _____
PO # _____ Check # _____
Balance Due \$ _____
MSP _____ DP _____

Remember to make a copy of this form for your records!

Destination Portland Transportation Subsidy Application



To help defray the cost of bus transportation to arts/cultural events, Portland Ovations offers transportation subsidies to schools with 51% or more free/reduced lunch populations/ with 25% or more ELL learners. The subsidy supports field trips occurring between September 30, 2010 and May 30, 2011. Schools will be reimbursed for bus transportation up to \$400. One grant is available per school. Grant money covers only transportation costs. Tickets or admission fees to arts/cultural institutions are separate costs. Grants offered on a first-come, first-served basis.*

Name of School: _____

Grade level(s) _____ No. of students attending performance: _____

Portland Ovations Performance: _____

Total School Population: _____ % of students eligible for free/reduced lunch _____ % of ELL students _____

Name of Field Trip Contact Person: _____

Position/Title: _____

Mailing Address: _____

Preferred Email Address: _____

Preferred Telephone: _____

In addition to attending a Portland Ovations event, we are visiting: (check one)

- Children's Museum & Theatre of Maine
- Maine Historical Society
- Museum of African Arts & Culture
- Portland Public Library
- Portland Museum of Art
- The Telling Room
- Other (Please describe) _____


This field trip relates to the following curriculum content area or learning unit:

Portland Ovations is able to offer up to \$400 per school. If your school's transportation costs will exceed the available funds, please outline your expenses.

Total projected cost of field trip: _____

Name and contact information of school/district representative for billing/ financial matters:

** A separate form is required for reservations to School-Time Performances or group reservations for evening performances. Reservations can be made pending approval of transportation subsidy. Subsidy funds will be released upon receipt of a copy of the transportation invoice from the trip and receipt of evaluation/feedback forms related to the Ovations' performance and field trip.*

Destination Portland is made possible through the generous support provided by 

Mail or fax application to Portland Ovations, 50 Monument Square 2nd floor, Portland ME 04101 (207)774-1018. Contact Director of School Programs Barri Lynn Moreau at (207) 773-3150 x3

Remember to make a copy of this form for your records!