PRO ARTS TICKETS.ORG
GREATER PITTSBURGH ARTS COUNCIL

707 Penn Avenue, 2nd Floor
Pittsburgh, PA 15222-3401

www.proartstickets.org *Ticket Service*
412.394.3353 *Ticket Service Phone*
412.394.4280 *Fax*

www.pittsburghartscouncil.org *Administrative*
412.391.2060 *Administrative Phone*

Request for Ticket Service
Note: This form ONLY represents a request for service, a signed legal contract is needed prior to beginning ticket sales

Name of Organization: _____

Primary Contact: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____ Website: _____

Do you check e-mail everyday? Yes No

Organizational Budget Size: (circle one) < $100K $100~250K $250~500K

$500~999K > $1M

Members of the Greater Pittsburgh Arts Council receive a 20% discount of the use of ProArtsTickets. Are you a member? Yes No

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What is the mission of your organization?

Is your organization incorporated as a nonprofit, 501c3 organization? Yes No
If Yes, please attach a copy of your 501C3 Certification letter to this form.

If No, who will act as your fiscal sponsor (conduit)? _____

Name of the Event: _____

What is the purpose of this event? (Who will it benefit?)_____

_____

Date(s) of Event: _____

Venue: _____ Venue Capacity: _____

Have you presented or produced this type of event before? If so, what were your prices? _____
What was your average attendance? _____

What date will your marketing material (Postcards, Posters, Fliers, etc…) be distributed? _____

Who is the marketing contact? _____ Phone/Email:_____

Will there be any other distribution for your organizations tickets other than door sales or ProArtsTickets?
(i.e. retail outlet, member sales)

How did your organization hear about the ProArtsTickets?

Please return to ProArtsTickets at the address or fax listed above, or e-mail tbalaporia@pittsburghartscouncil.org.