



## **Fundraising Event “Comedy Night” Agreement**

1. **Choice of Evening during week** Pending Owner approval – any Wednesday, Thursday or Sunday 7:00 pm show. (Except Special Event shows)

McCurdy's will provide seats for the organization to sell. Once the Event is agreed upon Tickets will be available to purchase on our Website or by calling the Box Office.

**\*\*IMPORTANT\*** Regarding ticket pricing, the Fundraising Organization may decide what the ticket price will be for the fundraiser. There is a \$5.00 ticket processing fee plus 7% sales tax charged per ticket sold even if the organization is a non-for profit. The ticket price will be advertised on our website inclusive of the fee and tax, and the Fundraiser must also advertise the same all inclusive ticket price to any promotional material they are using.

**\*\*Ticket price Example:** If the Fundraiser wants to make \$20 per ticket. McCurdys and the Fundraiser would advertise the ticket price as \$26.00. (*\$20 ticket price + \$1.40 sales tax+ \$5.00 processing fee*)

2. **Our House rules apply to ALL of our Shows. They are as follows:**
  - a) Must be 18 years old with a Valid ID to enter our Showroom.
  - b) There is a 2 item minimum per person in the Showroom.
3. **Provide group seating-** (Your event page will be noted by your digital logo provided to McCurdy's after agreement is signed.) The seating chart will be set up on the website/ your event page. There will be an area blocked off that is specifically for your Fundraiser.
4. We will call the “contact person” 72 hours in advance of scheduled fundraiser to confirm reservations for group. We will NOT “hold” any seats for organization after that time.
5. We require all organizations to submit letter, after event, validating financial income from fundraising event for our records.
6. We have the right to cancel and/or reschedule your event due to opportunities for scheduling a celebrity or “Special Event” at our Theatre.

Name of Fundraiser/ Organization \_\_\_\_\_ (issued to on check)

Address to send fundraiser check \_\_\_\_\_

Name + Cell number of Contact person for event \_\_\_\_\_

Email address for contact person \_\_\_\_\_

Date of Event \_\_\_\_\_

Ticket price for Event \$ \_\_\_\_\_ **\*\*NOTE:** This is the price per ticket that the Fundraiser will make.

**Tax and processing fee will be added to this ticket price as stated at the top if this form.**

Please specify if the organization is non for profit- Yes / No If yes, please include 501c3 information.

Signature below verifying agreement on the above information

  X   \_\_\_\_\_

(please email to: [bronwen@mccurdyscomedy.com](mailto:bronwen@mccurdyscomedy.com) )