



Ticket Exchange Form

Subscriber Information:

Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone - Day: _____ Evening: _____

Email: _____

Ticket Information:

Returned Performance	Date/Time	Quantity	Price	Total
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
Total Returned				\$ _____

Requested Performance	Date/Time	Quantity	Price	Total
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
Total Requested				\$ _____

Online Credit/Total Due (Circle One) \$ _____

Payment Information:

Enclosed is my check payable to: Celebrity Series of Boston

Name(s) on check(s) _____

Please charge my order to: MC VISA AMEX DISCOVER

Cardholder Name: _____

Account #: _____ Exp. Date: _____

Signature: _____

See reverse for exchange, online credit and mailing information.

Ticket Exchange Policy

If your plans change, you may exchange your tickets for another performance. Please return your tickets to the subscription office by mail or in person.

Deadline for Returning Tickets

Tickets must be exchanged:

- for weekday performances, by noon on the business day prior to the date on the tickets you are exchanging.
- for Saturday or Sunday performances, by noon on the Friday before the date on the tickets you are exchanging.

Important note: Subscribers may not exchange tickets for performances that have already taken place. Tickets cannot be exchanged at the venue or on the day of the performance.

Exchanges by Mail

You may exchange your tickets by mail, but we recommend ten days lead-time. Make sure to enclose:

- The original tickets
- This form with the subscriber's name if different from your own
- Your telephone number
- A self-addressed, stamped envelope.

MAIL TO:

Ticket Exchange
Celebrity Series of Boston
20 Park Plaza, Suite 1032
Boston, MA 02116-4303

Exchanges in Person, by Telephone or Fax

Our subscription office is located at 20 Park Plaza, Suite 1032, Boston MA, 02116. For directions, call (617) 482-2595. Hours are Monday through Friday, 9:30 a.m. to 4:30 p.m. You may bring your tickets during those hours (please note deadlines). We will make every attempt to complete your exchange while you wait; however, you may need to pick up your new tickets at the box office on the evening of the new performance. You may also exchange by telephone by calling (617) 482-2595 ext. 213 or 222 or by fax at (617) 482-3208.

Ticket Credits

If prices vary between the events you exchange, you will either receive credit for future ticket purchases within the performance season or must pay the additional amount. To determine the difference, compare the price marked on your tickets with the prices for the new event you wish to attend. Any remaining balance of your ticket credit must be used during the current season.

Credit not used by noon on May 7 will be considered a tax-deductible contribution.

Tax-deductible Ticket Donations

Subscribers who are unable to use tickets for a particular performance, and do not wish to exchange to another performance, may choose to donate the value of the tickets to the Celebrity Series. It is important to note that the same deadlines apply as for regular ticket exchanges. Donation requests must be faxed or phoned in by noon, one business day before the performance. Subscribers who donate tickets will receive a receipt noting the value of the donation. Tax-deductible ticket donations cannot be made at the venue or on the day of the performance.