

# GROUP BOOKING POLICY THE ART HOUSE WYONG



Whether it's 20 or 200, we can accommodate groups of most sizes. Please call the box office if you would like to make a reservation for 20+, when you can book now and know that the seats will be held for you until payment is made four weeks before the show (subject to our ts and cs).

Work Christmas party? Social club gathering? Special occasion? Ask about reserving space for your party for pre-show drinks or snacks or booking a table at our café.

We can also organise group backstage tours and talks. Contact the box office on 4335 1485 for more information

## LOCATION

19-21 Margaret Street Wyong NSW 2259

## GETTING HERE

### Bus Information

Patrons can be dropped off and picked up on Anzac Street (the street adjacent to The Art House).

### Public Transport

Wyong Train station is a short walk from The Art House, with Central Coast trains, Busways and Red Bus alighting there.

## IN THE VENUE

### Opening Hours

Monday-Friday: 10.00am – 5.30pm

Monday-Sunday: one hour before all performances, in addition to the times above.

## GROUP BOOKING PROCESS

- When you call to make your booking, the seats will be held for you and a confirmation email will be sent.
- If we don't receive hear from you prior, we will be in touch 5 weeks before the event for your final numbers. A 7 day invoice is then sent to you.
- Payment with final numbers must be made 4 weeks prior to the event. If final payment is not received by this time the tickets will no longer be reserved.
- Bookings made with 4 weeks of event must be paid for within one week of booking confirmation. There are no refunds or amendments available for these bookings
- We reserve the right to request earlier payment or to alter your booking on any show if required.

To Book: You can call us on 02 4335 1485 or email [tickets@thearthousewyong.com.au](mailto:tickets@thearthousewyong.com.au)

If your group booking is made within 4 weeks of the performance date then full payment is required within one week of booking

Group bookings made within 7 days of the event will need to be paid for at the time of booking.

## TERMS AND CONDITIONS

If your numbers decrease below 20 then payment will need to be made immediately.

All payments must be received prior to the performance. A remittance advice may not be sufficient

Exchanges or alterations to numbers cannot be made once the booking has been finalised and any group rate will not be applicable for additional tickets purchased later, outside of the group booking.

Tickets purchased are non-refundable.

The Art House reserves the right to request payment earlier for certain shows and/or to move/release seats.

The group booking policy for 20+ people may not apply to all shows and is subject to availability.

Not all productions will offer a group rate. Please check with The Art House box office for further information.

## ACCESSIBILITY

The Art House is committed to providing arts and cultural experiences for the whole community. Please let our Box Office staff know when booking if you require accessible seating.

All major areas of The Art House feature wheel chair accessibility and The Art House is accessible from street level. Wheelchair positions are available and can be arranged on booking. Please discuss your specific requirements with Box Office staff at the time of booking your tickets.

Patrons using hearing aids may access the hearing induction loop available in the auditorium. In order to utilise the loop please switch your hearing aid to the "T" position.

There are 4 accessible car parks located close to The Art House building.

## TOILETS

The Art House has female toilets and male toilets with an accessible toilet located towards the café area.