

## **BOX OFFICE INFORMATION**

Hours: Monday – Friday, 8:00 a.m. – 4:30 p.m. and one hour prior to curtain

Phone: 618-985-2828 Ext. 8287

TTY: 618-985-2752

Email: [activities@jalc.edu](mailto:activities@jalc.edu)

Website: [www.jalc.edu/activities/performing-arts](http://www.jalc.edu/activities/performing-arts)

## **TICKET INFORMATION & RESTRICTIONS**

- **ALL SALES ARE FINAL. Tickets will not be refunded. Unused tickets may be returned, but no refund will be issued.**
- All tickets ordered in advance must be purchased; tickets will not be held without payment.
- Phone orders must be purchased with credit card. Tickets purchased via phone will be held at will call and may be picked up during office hours or at the door immediately before the performance.
- Lost tickets may be reissued by calling the box office. Reissued tickets will override original tickets.
- Tickets may be exchanged for a different date of the same production by calling Brown Paper Tickets at 1-800-838-3006.
- All persons regardless of age (including infants) must have a ticket for admission.

## **HOUSE RULES & RESTRICTIONS**

- All programs, schedules, prices, and artists are subject to change without notice.
- Latecomers will be seated at the discretion of the House Manager.
- Ticket holders may be requested to allow College personnel to inspect all carry-in items.
- Food, beverages, cameras, recording devices, smoking (including e-cigarettes), weapons, and hazardous materials are strictly prohibited in O'Neil Auditorium.
- No transmission, picture, or reproduction of performances will be made without the written permission of the management.
- Phones, electronic games, and other sound- and light-emitting devices must be turned off during performances.
- The House Manager reserves the right to have disruptive patrons removed from performances.
- As a courtesy to audience members and performers, please use discretion regarding a child's ability to sit quietly during performances.
- Ticket holders voluntarily assume all risks and dangers incidental to any event for which the ticket is issued, whether occurring prior to, during, or after the event.
- Tickets are revocable licenses and may be taken up without refund for violation of the above provisions. The House Manager reserves the right to revoke any rights granted herein.

## **DISABILITY SUPPORT SERVICES**

- A limited number of wheelchair seating spaces are available for all productions. Please notify the ticket seller of seating needs at the time of purchase.
- Sign language interpretation can be provided for JALC Productions when requested at least 15 business days in advance of the event.