

TICKET EXCHANGE FORM



PO BOX 122171 SAN DIEGO, CA 92112-2171 | PHONE (619) 23-GLOBE (234-5623) | FAX (619) 231-6752

Please fill out this form completely. See reverse for policies and instructions.

Name _____ Patron ID _____

Address _____

City _____ State _____ Zip _____

Check if account holder's address differs from your address.

Day Phone _____ Eve Phone _____

E-mail address _____

May we contact you by e-mail? Yes No

(Please, no more than two shows per form. Photocopy as needed.)

| Original Date | Play Title | 1st Choice Date | Eve/Mat | 2nd Choice Date | Eve/Mat | Qty. |
|---------------|------------|-----------------|---------|-----------------|---------|------|
| / / | | | | | | |
| / / | | | | | | |

If my request cannot be filled:

- Keep me in my original dates (original tickets will be replaced).
- My party may be split and seated separately on the dates listed above.
- Please accept my tickets as a contribution to The Old Globe (A tax donation receipt will be sent to the above address).

If you are exchanging into a higher-priced performance, please include a credit card number: American Express Visa MasterCard Discover

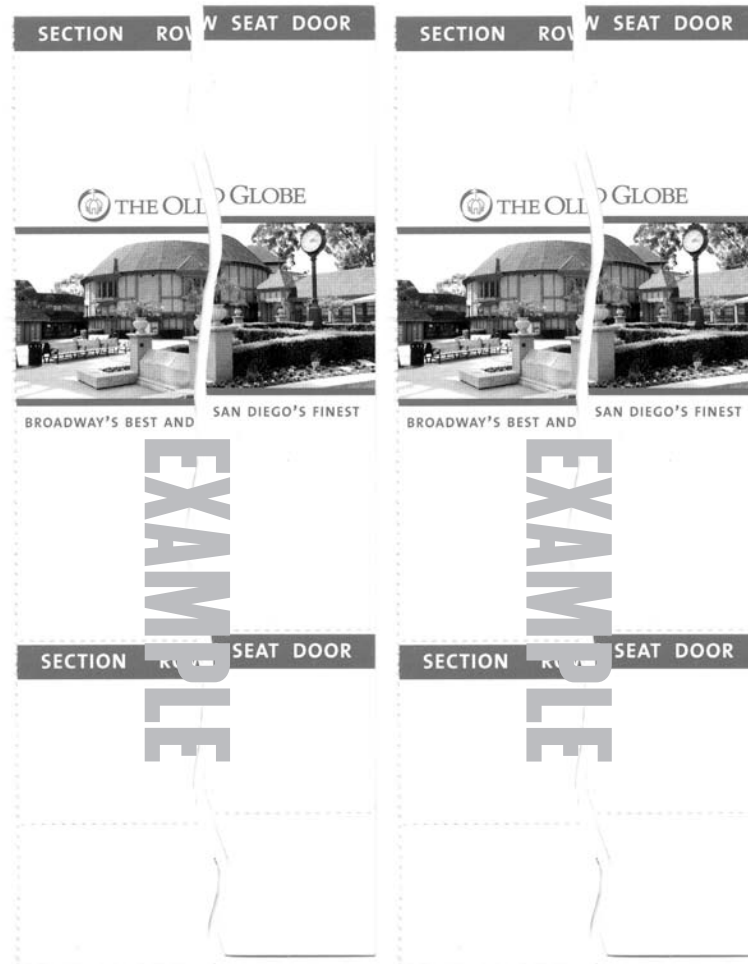
Card no. _____

Expiration date _____

Authorized Signature _____

OFFICE ONLY Date received _____ Representative _____ Date processed _____

Attach the two halves of your ticket here showing the cut tickets, then photocopy, fax the photocopy and save the original form for future exchanges.



Please read:

I UNDERSTAND THAT IF I DO NOT RECEIVE A PHONE CALL CONFIRMING THIS EXCHANGE WITHIN 48 HOURS, MY TICKET EXCHANGE HAS NOT BEEN PROCESSED. If I am exchanging into a higher priced performance, an additional payment may be due, and will be charged to the credit card # provided. I also understand that when this fax transmittal is received by The Old Globe, my original subscription tickets will be null and void.

Subscriber's Signature _____

TICKET EXCHANGE INFORMATION



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TICKET OFFICE INFORMATION:

Hours of Operation: Monday: Closed
Tuesday–Sunday: Noon–Last Show Time

Ticket Services Fax: (619) 231-6752

Ticket Services Phone: (619) 23-GLOBE (234-5623)

POLICIES:

- All exchange requests must be submitted no later than 24 hours prior to the date printed on the tickets you wish to exchange. Exchanges must be within the same show – no cross-show exchanges are allowed.

FEES:

- Subscribers and donors at the Contributor level and above enjoy the privilege of free ticket exchanges by phone, fax, mail, or at the window.
- Non-subscribers incur a \$3.00 handling fee per ticket. Please include your credit card information on the reverse to cover this cost.
- Exchanges for higher priced seats and/or performances will incur an upgrade. Please see the Subscriber Guide or the Performance Guide for pricing details.

CONFIRMATION:

FAX AND MAIL EXCHANGES: You will receive a call confirming your exchange within 24 hours. Should you not receive this confirmation, please call the Ticket Office to confirm that we received your exchange.

EXCHANGE INSTRUCTIONS:

FAX: Cut the tickets lengthwise and attach to the reverse of this form showing that the tickets are cut. If you need more room, you may attach the tickets to a separate form. Please be sure that the ticket date, show title, and the patron ID number are visible. Photocopy the form and keep original for future exchanges. Please fill out the photocopied form completely, including alternate dates, phone numbers, and credit card information if you are requesting an upgrade or if you are paying an exchange fee (see Fees section for details). Fax the copy to (619) 231-6752. DO NOT put the tickets through the fax machine.

MAIL: Mail your tickets and this exchange form to the following address:

Ticket Services Department
The Old Globe
P.O. Box 122171
San Diego, CA 92112-2171

If you are upgrading your tickets or if you are paying an exchange fee, please include a check or write your credit card information on the reverse (see Fees section for details).

WINDOW: To avoid waiting in line, we recommend arriving at the window no later than one hour before a show time. Also, please be prepared to provide alternate dates and to pay any upgrade or exchange fees that may incur (see Fees section for details).

PHONE: Phone exchanges are available to subscribers only. Once you have completed your exchange with a Ticket Representative, simply write your new date and draw a large "X" on your tickets (since they will be released and resold and are no longer valid). To receive your new tickets, please bring your old tickets to the Box Office window at least a half hour prior to curtain of your new date.