



## **Charity Complimentary Ticket Policy**

The Royal New Zealand Ballet (RNZB) is frequently asked to donate tickets to fundraising events and initiatives around the country. The RNZB is proud to support the wonderful work of the many charitable organisations that make our community a better place to live and will always consider such requests. We are especially pleased to receive requests from organisations that have not approached us in the past.

### **Eligibility:**

Priority is given to the following type of organisations:

- Non-profit dance and arts organisations.
- Non-profit community organisations.
- Sponsors and affiliates of the RNZB raising funds for not-for-profit organisations.
- Organisations which, like the RNZB, have a national reach or which focus their work on a centre in which the company performs.

Consideration will also be given to events that:

- Recognise the support of the RNZB through signage and/or programme mention.
- Allow cross-promotion opportunities and reciprocal donations.

The Royal New Zealand Ballet sets aside a fixed number of tickets which may be donated in support of fundraising events each year. Due to the high volume of requests that we receive, we regret that we may be unable to fulfil all requests for support. Each request is considered on its own merits and organisations applying for tickets will be informed if they are successful as soon as possible after we receive the request.

### **How to apply:**

The Royal New Zealand Ballet is now considering requests to donate tickets for performances in the 2018 Season.

Please submit a letter of request printed on your organisation's letterhead. The letter should contain:

- The name and date of the event.
- A description of the event.
- A description of the beneficiary of the event.
- How the proceeds of the event will be used.

Mail or email (preferred) the letter of request to:

Ticketing Manager  
Royal New Zealand Ballet  
PO Box 27050  
Wellington 6011  
[lauren@rnzb.org.nz](mailto:lauren@rnzb.org.nz)

Requests should be received at least four weeks prior to the event. Please bear in mind that tickets for RNZB performances go on sale several months in advance and that some seats will sell out very fast.

**Additional Guidelines:**

- Subject to availability, a non-profit organisation will be eligible to receive one donation (normally a pair of tickets) every two years. Please do not apply annually.
- Tickets are complimentary and are not transferable; exchanges or refunds for cash are NOT possible.
- A voucher for tickets will be mailed to the fundraising organisation. We ask that safe receipt of the voucher is acknowledged by email as soon as it is received.
- The ticket voucher must be redeemed for tickets at least two weeks prior to the performance.
- In rare cases, for example, if time is short, actual tickets will be sent instead of a voucher.
- Listings in auction programmes must include the name of the performance, date and time, together with an acknowledgement that the tickets have been donated by the Royal New Zealand Ballet.
- Where possible, we ask that organisations receiving donations of tickets consider ways in which the Royal New Zealand Ballet might receive positive publicity as a result of making tickets available for their fundraising activities.
- No donations will be made to fundraisers benefiting a specific religious or political organisation or an individual or family.