

# UO Ticket Office

## Event Information Sheet

### Event, On Sale, Contact and Fund Deposit Information:

Event Title:

Day:                      Date:                      Time:                      Doors open:                      Location:

On sale date:

Contact name:                      Phone Number:                      Email:

Deposit Index #:                      Account #

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## TICKET INFORMATION

### Information on actual ticket:

Presented By:

Event Title:

Day:                      Date:                      Time:                      Venue/Location:

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### Ticket Prices:

General Public:                      Faculty/Staff:                      Non-UO Student                      UO Student:

Other Price (s) \$:                      Description:                      \$                      Description:

Venue Capacity:                      # of Tickets to sell:                      #of Comps:                      #of Event Staff Passes:

### Event Information (include information to be used on online order page and Ticket Office website):

Other: If available please attach jpg photos and/or graphics to be used on online order page and Ticket Office website