

HOW TO BOOK

- Choose your experience
- Download a booking form at theartscentre.com.au/artsconnect9
- Complete the booking form
- Fax or post back following the details on the form.
- We will call to discuss your booking if necessary.
- You will receive a confirmation email. Please print, check all details, amend, sign & return by the due date. All amended details and confirmed numbers are final.

For further information about our booking terms and conditions visit theartscentre.com.au/education/tandcs

Payment

You will be sent a tax invoice prior to your visit. Payment must be made prior to the due date.

YOUR VISIT

Arrival

Please arrive approximately 30 minutes prior to the start time of your experience at the venue specified on your booking confirmation.

Travel

Travel costs are fully reimbursed for your trip to & from Melbourne, including chartered bus, school bus or public transport (V/Line).

To claim reimbursement, post the following to the Arts Centre after your visit;

- a completed Travel Claim form (available at theartscentre.com.au/artsconnect9)
- a Tax Invoice from your school to the Arts Centre with NO GST included (AC9 does not reimburse GST)
- a copy of the bus invoice or V/Line receipt. Quotations are not accepted.

Enquiries

Telephone (03) 9281 8714 or (03) 9281 8582

Fax (03) 9281 8627

E-mail artsconnect9@theartscentre.com.au



Thanks

ArtsConnect9 acknowledges Arts Victoria for its generous support.

Arts Victoria is the State Government body which advises on, and implements arts policy. They are charged with making the arts available and accessible to all Victorians and with supporting and developing Victoria's artists and creative industries. Arts Victoria encourage innovation and diversity and value indigenous culture, and believe the arts play a vital role in strengthening communities.