



171 E. State St. Ithaca, NY 14850  
Tel. (607) 273-4497 • Fax (607) 273-4816  
Tickets@artspartner.org • www.IthacaEvents.com

**Hours of Operation:**  
Mon-Sat 10am-5:30pm  
Sunday 12-5pm

## Organization Registration Sheet

### Contact Info

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Tel. Number \_\_\_\_\_

Email: \_\_\_\_\_

### Settlement

At the end of your event, the Ticket Center will mail you a check for ticket sales minus applicable fees agreed upon in contract.

*Make settlement check payable to:*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### Registration Fee \*

One-time use:	\$35	Budgets \$50, 000+:	\$120
Budgets less than \$25, 000 :	\$60	Budgets \$75, 000+:	\$150
Budgets \$25, 000+:	\$90	Budgets \$100, 000+:	\$180

*\* See contract for a more detailed explanation of fees*

Registration fee due: \$ \_\_\_\_\_ Reg. valid for 1 yr., to be renewed on \_\_\_\_\_

Paid: Cash      Check # \_\_\_\_\_      Date: \_\_\_\_\_

OR, withhold from settlement check:    Yes      No

### Hold Harmless Agreement

For and in consideration of the use of the Ticket Center facility, the undersigned agrees it will hold harmless the Ticket Center and the Community Arts Partnership of Tompkins County, Inc. from all loss or damage to persons or property resulting from its use of the Ticket Center, excluding acts of negligence committed by the above named.

\_\_\_\_\_  
Name of organization

\_\_\_\_\_  
Duly authorized agent of organization

Copies to:       Organization     Ticket Center     Accounting

*The Ticket Center at Clinton House is administered by the Community Arts Partnership.*