

## **Ticket Policy**

### **Ticket Reservations Policy and Customer Rights and Responsibilities**

Phone reservations will be accepted only during the week of the production. To make reservations, call the box office at 871-2828 or via the website [las.alfred.edu/performing-arts/events](http://las.alfred.edu/performing-arts/events) . Box office workers will confirm all reservations via phone, so when leaving a message, it is important that you clearly and slowly state your name and phone number. Reserved tickets must be picked up no later than 20 minutes prior to the beginning of the production. All reservations are released 10 minutes prior to curtain. Admittance after the beginning of an event is dependent on the type of event.

The box offices are located in the 2<sup>nd</sup> floor lobby on the north side of the Miller Performing Arts Building for the C.D. Smith III Theatre and the northern end of the lobby of the Miller Theater.

*Use of cell phones and any type of photographic or digital imaging devices is prohibited in the theaters. Food and drink are not permitted in the theaters.*