



GROUP DISCOUNTS

Your final group discount is based on the number of your party when you come to pay. Payment must be made in one transaction.

RESERVATIONS

Funds should reach the Royal Exchange Theatre by the final payment date agreed at time of booking. **We reserve the right to cancel reservations not settled by the final date without further notice or correspondence.**

TICKETS & PAYMENT

Full payment is required before the event and tickets will not be issued until this has been received. Please make all cheques payable to Royal Exchange Theatre Co Ltd.

Please reference all BACS payments with the unique order reference number shown on your booking confirmation and forward remittance advice to finance@royalexchange.co.uk. Payments made without the reference or remittance advice may be difficult to identify and this can lead to delays in issuing your tickets.

Our bank details are available on request from finance@royalexchange.co.uk.

REFUNDS & EXCHANGES

Tickets cannot be exchanged or money refunded.

ACCESS

Information on our access policy can be downloaded from royalexchange.co.uk/access. Please inform the Theatre at the time of booking if any of your party requires special seating arrangements.

OTHER USEFUL INFORMATION

If you are delayed in any way, please notify the Duty Manager by contacting our Stage Door on 0161 833 9333. For our risk assessment, information on coach drop-off and parking plus our standard ticket restrictions visit royalexchange.co.uk/groups.

SCHOOL RESOURCES

A wealth of resources to support your trip, from preparing your students for their first visit to show-related analysis, can be downloaded for free from royalexchange.co.uk/resources.

GROUP BOOKINGS: 0161 833 0483

SCHOOL BOOKINGS: 0161 615 6702

group.bookings@royalexchange.co.uk

schools@royalexchange.co.uk