



PRIMARY PROM

MONDAY 6 FEBRUARY 2012

SYMPHONY HALL, BIRMINGHAM

Please complete this form to apply for seats, which will be available on a first-come, first-served basis. You will be allocated seats to either concert.

By returning this form, you are confirming that you have gained the permission of your Headteacher to bring a group to the concert and that your group will be properly supervised by members of your staff at all times.

Return the form no later than **Friday 6 January 2012** to tim@mfy.org.uk or fax to 020 7759 1831. **Please read the Terms and Conditions below before completing this form.**

Name of Contact				
School				
Name of Headteacher				
Telephone				
Email (This must be an email address you have access to and not a school admin email as all communication will be done via email)				
LEA				
Number of Seats Required	Children			From Year Group(s)
	Staff			Please state if you have a preference of morning or afternoon concert
	TOTAL			

TERMS AND CONDITIONS

Seats are allocated on a **first-come, first-served basis**. If you have a preference for either morning or afternoon concert, please indicate this on the form and we will try to accommodate your request.

There is **no maximum limit** on the number of seats you can request. However MFY **reserves the right to reduce** an application for seats if circumstances and demand make this necessary.

Please note on the form the **total** number of seats you require for the concert. This includes **all accompanying adults** who wish to gain admittance to the auditorium.

Schools are entirely responsible for organising and financing their own transport.

You will be notified, either way, as to whether your request for seats has been successful after Friday 6 January.

You will receive more information about the concerts after the seat allocations have been made.

If you find at any point after applying for seats you are unable to attend the concert, please notify MFY **immediately** so your seats can be reallocated to another school.

By attending the concerts you consent to the photographing, recording and filming of your group as members of the audience. MFY expects all schools attending to undertake adequate risk assessments for their trip. A copy of MFY's promoter risk assessment will be made available on request.