



# Architecture + The Arts

FLORIDA INTERNATIONAL UNIVERSITY

## Complimentary Ticket Request Form

Title of Event \_\_\_\_\_

Date of the Performance \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of Requester \_\_\_\_\_

Panther ID \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

**Department** (Circle One)

Architecture

Art + Art History

Communication Arts

Interior Design

Music

Theatre

Dean's Office

**Purpose** (Circle One)

Student

Performer

Employee

Donor

**# of Tickets Requested** \_\_\_\_\_

(Must not exceed amount allowed by dept for any given event. Additional tickets must be purchased.)

Submit this Complimentary Request Form directly to the Event Manager before 5pm Monday—Friday via email ([pvazquez@fiu.edu](mailto:pvazquez@fiu.edu)) or in person (PCA 271A). Once processed, tickets can be picked up in PCA 271A during normal business hours. With prior arrangements, tickets may be available at Will Call one hour before the event.

Complimentary tickets are distributed by the management on an available basis according to the sponsoring department's policy as well as FIU's accounting protocol as it applies to distribution of complimentary tickets. Additional tickets must be purchased at the regular ticket price.

I have read and understood the above policy \_\_\_\_\_

(Signature of Requester)

INTERNAL USE ONLY:

OPERATOR \_\_\_\_\_ PROCESS DATE \_\_\_\_\_