

Group Booking Form

Schools Spectacular 2026, Qudos Bank Arena

Ticket Order Form / Tax Invoice

This form is your ticket order form for The Box Office AND your tax invoice

Tax Invoice Form Completion Date: ___ / ___ / ___

Ticketek ABN: 92 010 129 110

**ORDER FORM MUST BE RECEIVED BY:
FRIDAY 16 OCTOBER 2026**

Organisation: _____

CONTACT: _____

TELEPHONE: _____

MOBILE: _____

ADDRESS: _____

_____ POSTCODE: _____

EMAIL: _____

SPECIAL ACCESS

We require access for people and support person (s) (maximum 3) accompanying due to: WHEELCHAIR / OTHER:

Paying by PCard or Credit Card

- Book your tickets directly through the Ticketek website.
- If you purchase via the website with a PCard or Credit Card you do not need to complete this form.
- PCard payment is preferred as it is processed immediately.

Paying Through SAP

Step 1 – Complete this order form and the Ticketek Group Booking form

- Complete this order form.
- Submit the Ticketek Group Booking Enquiry Form and upload this completed order form:
- https://help.ticketek.com.au/hc/en-us/requests/new?ticket_form_id=1900000212868
- In the Event Name field, enter SCHOOLS SPECTACULAR and select the correct performance.
- Complete all mandatory fields.
- In the Description field, enter "AS PER ATTACHED ORDER FORM".
- Attach the completed order form.
- Ticketek will reserve your tickets and contact the nominated person regarding payment.

Step 2 – Process Payment Through SAP

- Complete the SAP process and obtain a Purchase Order Number (Vendor Number: 100 313 359).
- Record the Purchase Order Number on this form.
- Email the approved Purchase Order to EDConnect Accounts Payable at EDConnect.accounts payable@det.nsw.edu.au.
- Allow sufficient time for the 30-day payment process before the event.

Important Information

- Include the GPS number in the direct deposit reference field to avoid delays in ticket delivery.
- Orders are processed in order of payment receipt.
- A service/delivery fee of \$10.95 applies per transaction.
- Supplementary Booking Fee (SBF) is included in the ticket price.

Ticket Delivery:

- Orders under 20 tickets will receive e-tickets by email.
- Orders more than 20 tickets receive hard-copy tickets by mail

Ticket order confirmation:

Ticket		Price	Friday 27 Nov. 11:00am	Friday 27 Nov. 7:00pm	Saturday 28 Nov 1:00pm	Saturday 28 Nov 7:00pm	Subtotal Cost
			Number of tickets	Number of tickets	Number of tickets	Number of tickets	
Platinum	Adult	\$72.00					\$
	Concession	\$58.00					\$
	Family of 4	\$210.00					\$
Gold	Adult	\$55.00					\$
	Concession	\$45.00					\$
	Family of 4	\$150.00					\$
Subtotals							\$
Handling Fee							\$ 10.95
Total Cost							
TOTAL PAID TICKETS							

Box Office Use Only