



OFFICE USE ONLY

Date & Time Received

Ticket Exchange Form

CenterTix can exchange tickets for most events. To determine if your tickets can be exchanged, or if you have questions, call CenterTix at 907-263-ARTS (877-ARTS-TIX outside Anchorage), or visit our Box Office². All exchanges are charged a per ticket exchange fee (\$1 to \$3 depending on the nature of the exchange). You may also be charged for an UPGRADE in price if the new tickets cost more than the original tickets.

If the NEW tickets cost less than the original tickets, the difference is not refunded to you but goes to the event presenter as originally intended.

Name: _____ Phone: _____

Address: _____

Credit Card Number: _____ Exp: _____ MM/YY

Visa MasterCard AmericanExpress

Email: _____

How do you want to get your tickets? Mobile³ Print@ Home Mail⁴ Will Call

NEW TICKET INFORMATION

NEW Event Name: _____ NEW Date & Time _____

Seating Preference⁵: _____

Number of NEW Tickets: REG⁶: _____ Senior: _____ Youth: _____

Notes:

Exchanges can be done by text, email, fax or in person at CenterTix.

- TEXT: (1) Tear your tickets in half through the bar code. (2) Snap a photo showing the day/date/time on each ticket. (3) Text the photo to exchange@centertix.net. MMS messaging rates will apply. Include your name and the name of the NEW show you want instead. (4) We will call you to finish the exchange.
- EMAIL: (1) Cut your tickets in half through the bar code. (2) Snap a photo showing the day/date/time on each ticket. (3) Email both these items to centertix@alaskapac.org.
- FAX: (1) Cut your tickets in half through the bar code. (2) Photocopy the ticket halves to prevent your fax machine from jamming. (3) Fax both these items to 907-263-2716.
- IN PERSON: (1) Bring your tickets to CenterTix at the Center. You'll be able to choose your new seats and walk away with the tickets. This service may not be available within 30 minutes of the start of a show.

You will receive an email when your exchange is complete.

¹ Call Center hours are 9:00am to 5:00pm Monday through Friday, and 12:00pm to 5:00pm on Saturday. Call 263-2787 (1-877-278-7849 outside Anchorage).

² Box Office hours match Call Center hours, PLUS 90 minutes prior to ACPA event curtain times and through intermission (or 30 minutes after curtain if no intermission.)

³ Requires email address and smartphone with data plan.

⁴ Performance date must be at least ten (10) days away to mail tickets.

⁵ We cannot guarantee which seats will be available when we process your exchange. In some cases, we must assign the next best available seats at your price level.

We will call you if seats in your price level are unavailable or if the performance is sold out. WE DO NOT HOLD SEATS FOR EXCHANGES.

⁶REG is for regular tickets. For most events, Seniors are ages 62 and older; Youth are ages 18 and younger. Check CenterTix.net for age limits and discount options.