**BOX OFFICE SETUP REQUEST**

**EVENT**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Event Name: | | | Journey to the Unknown with Hidden Orchestra in a double bill with Evan Parker & Spring Heel Jack, *as part of Mind on the Run: The Basil Kirchin Story* | | | | | |
| Venue Name: | | | Hull City Hall | | | | | |
| Venue Post Code: | | | HU1 3RQ | | | | | |
| Ticket On-Sale Date: | | | ASAP | | | | | |
| No of Occurrences | | | 1 | | | | | |
| Intervals: | | | 1 x interval(s) of 20 x minutes | | | | | |
| Ticket Type: | | | Paid | | | | | |
| Layout *{Standing / Unreserved Seated / Reserved Seated}* | | | Unreserved Seated | | | | | |
| Total Venue Capacity | | | 1200 | | | | | |
| Total Potential Income | | | [Public tickets + Partner tickets x Full price] + [50% Access @ Conc Price] | | | | | |
| Total Income Target | | | 9,000 GBP | | | | | |
| Seat Capacity Target | | | 600 | | | | | |
| Commission Structure | | | TBC | | | | | |
| Refunds | | | Not available | | | | | |
| Returns / Exchanges | | | Available if capacity allows for other similar ‘Mind on the Run: Basil Kirchin Story’ events in Hull City Hall main hall. | | | | | |
| Access | Hearing Loop | Pre-performance notes | | Level access | Accessible toilets | Baby changing facilities | Blue Badge parking | Strobe lighting |
| N | Y | | Y | Y | Y | Y | Y |
| Ticket limits per transaction | Public | Employees | | Group | Access |  |  |  |
| 9 | N/A | | 10+ | N/A |  |  |  |

To be completed by Box Office Manager:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Ticket Delivery Options | Digital |  | Postal |  | COBO |  |
| Booking URL |  | | | | | |
| Vanity URL |  | | | | | |
| Related Events |  | | | | | |
| Filter Categories |  | | | | | |

**INSTANCES**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PRICING STRUCTURE(S)** | FULL PRICE | CONC. | # TICKETS AVAILABLE FOR\* | | | | | |
| Public\*\* | Comps | Partners | Employees | Groups | Access |
| OVERALL | | | 950 | 150 | 100 | N/A | 50 | 50 |
| BAND 1\*\*\* | £18 | £12 | 900 | N/A | N/A | N/A | N/A | 40 |
| BAND 2\*\*\* | £75 | £50 | 50 | N/A | N/A | N/A | 0 | 10 |

*\* Where ticket allocations are from the whole show, use ‘Overall’ rather than a Band.*

*\*\* Public equals total number of tickets minus the allocations to the right.*

*\*\*\* Insert rows below Band 1 if further bands are required (for reserved seating events), and speak to the Box Office Manager about seating plans.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| DATE(S)\* | Doors | Start | End | Band(s) | BSL | Audio described | SubT | SurT |
| 18/02/17 | 18:30 | 19:00 | 23:00 | 2 | N | N | N | N |

*\* Insert more rows for dates where any of the details are different.*

**KEY STAKEHOLDERS**

|  |  |  |  |
| --- | --- | --- | --- |
| Organisation/Hull 2017 Dept | Name | Agreed? | Initials |
| Hull 2017 – Music | Sam Hunt |  |  |
| Serious Events Ltd | John Cumming |  |  |
| J-Night | David Porter |  |  |
| Hull 2017 – Digital / Box Office | David Watson |  |  |

**ADDITIONAL NOTES**

|  |
| --- |
| An exciting double bill of producer Joe Acheson’s Hidden Orchestra and an electro-acoustic improvising band featuring Spring Heel Jack led by Kirchin collaborator, Evan Parker.  …  Kirchin collaborator and legendary improviser, Evan Parker has assembled a cracking band of electro-acoustic mavericks including Matt Wright, Adam Linson and Spring Heel Jack to exercise the imagination by manipulating and mistreating Kirchin in and out of recognisability.  Evan Parker – saxophones  Spring Heeled Jack (John Coxon & Ashley Wales) - electronics  Matt Wright - computer/turntables  Adam Linson – double bass and electronics  Hidden Orchestra is the brainchild and live performance outlet of composer/producer Joe Acheson. A prominent member of the Tru Thoughts’ stable, and equally at home in clubs, concert halls and open air festivals, Hidden Orchestra has sold out gigs in Edinburgh, London, Prague, Moscow, Athens and Istanbul. This live Hidden Orchestra show mixes dark orchestral textures, with field recordings, bass, and layers of drums and percussion…a hip new take on the methodology employed by Basil Kirchin.  Joe Acheson - bass and electronics  Poppy Ackroyd - piano and violin  Jamie Graham - drums  Tim Lane - drums and trombone |

**COMPS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Artists & Guests |  | Executive & Corporate |  | Media |  | Other |  |

Submitted by Martel Ollerenshaw

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date 27 October 2016