

## Sidney Sussex College May Ball

Ticketing Purchase Agreement

Webmaster: Joe Isaacs ([webmaster@mayball.com](mailto:webmaster@mayball.com))

15 December 2015

### Terms and Conditions for Tickets Sales

This document lays out the Terms and Conditions for the purchase of tickets to the Sidney Sussex College May Ball 2016. The May Ball will, subject to the conditions below, take place on the 15th June 2016.

The agreement is between the principal ticket purchaser (hereafter “applicant”, until the application is successful and “ticket holder” thereafter) and the Sidney Sussex College May Ball 2016 Committee (hereafter “the Committee”). If the principal applicant is purchasing tickets for guests as well then they also submit to this agreement on behalf of the guests on their application. Failure to adhere to these terms and conditions can lead to, amongst other things, an application being refused or voided, tickets being cancelled, entry to the Ball refused or the guest being ejected from the Ball.

### Eligibility for Ticket Purchase and Admission to the Ball

- Admission to the May Ball is subject to presentation of valid University ID and valid, official photographic ID only; unless alumni, guest, non-fellow staff or special admission.
- For alumni or non-fellow staff, admission to the May Ball is subject to presentation of the issued identification card and valid photographic ID only.
- Admission to the Sidney Sussex May Ball for non-University of Cambridge members is by appropriate photographic ID shown on entry, such as a photographic driving licence or passport.
- The principal ticket applicant must be either a current member of the University of Cambridge or an alumnus of Sidney Sussex College. Guests must be bona fide acquaintances of the principal ticket applicant, but need not be connected with the University.
- All individuals admitted to the Ball must be at least 18 years of age on the day of the Ball.

### Ticket Types

<b><i>Ticket Type</i></b>	<b>Price</b>
Students Basic entry to the ball from 8:00pm.	£142
Alumni Basic entry to the ball from 8:00pm.	£160
Staff and Fellows Basic entry to the ball from 8:00pm.	£90
<b><i>Ticket Upgrade</i></b>	<b>Price</b>
Queue Jump Skip the main queue, still enter at	£15

8:00pm.	
VIP Enter from 7:30pm for a separate Champagne reception.	£20
Dining Enter at 6:30pm for a drinks reception followed by a 3-course dinner.	£35

- There are 4 types of ticket available all with the option of an upgrade; Standard, Sidney Sussex alumni, Sidney Sussex fellows and Sidney Sussex College Staff. Other than the differences laid out below all tickets are subject to these terms and conditions.
- All Standard ticket types and upgrades only allow entry into the Ball site proper exclusively between 8:00pm and 11:00pm unless otherwise stated.
- All Standard tickets for students and guests of students cost £142.
- All Standard tickets for alumni and guests of alumni cost £160.
- All Standard staff and fellows tickets cost £90, while tickets for guests of staff or fellows will cost £142.
- There are 3 ticket upgrades available: Queue Jump, VIP and Dining.
  - A Queue Jump upgrade costs an additional £15 (totalling £157 if added to a Standard student ticket); this allows for entry from 8pm but without having to join the main queue.
  - A VIP upgrade costs an additional £20 (totalling £162 if added to a Standard student ticket); this allows for entry from the earlier time of 7:30pm and include a separate Champagne reception.
  - A Dining upgrade costs an additional £35 (totalling £177 if added to a standard student ticket); this allows for entry

## Ticket Application

- All ticket applications must be made online at [tickets.mayball.com](https://tickets.mayball.com), unless otherwise stated.
- Staff of the college (not including fellows) must instead contact the ticketing officer, Joe Isaacs, directly to apply for tickets. The ticketing officer may be contacted via email at [webmaster@mayball.com](mailto:webmaster@mayball.com)
- All students and fellows must login to the ticketing system using their CRSids.
- All alumni should apply to the ticketing officer, Joe Isaacs, to acquire a username and password in order to login to the ticketing system. The ticketing officer may be contacted via email at [webmaster@mayball.com](mailto:webmaster@mayball.com).
- All applications for tickets made through the ticketing system at [tickets.mayball.com](https://tickets.mayball.com) will be protected by SSL certification.
- Members of Sidney Sussex College (students, staff, and fellows) may apply for tickets from 4pm on Saturday 16th January. A maximum two tickets per person can be purchased. This limit can be extended at general release to a maximum of six tickets per person.
- Alumni of Sidney Sussex College can apply for tickets from Monday 18th January at 4pm and are limited to two tickets maximum per person. This limit can be extended at general release to a maximum of six tickets per person.

- General release to members of the University of Cambridge will occur on Thursday 21st January at 4pm. At this point purchase of tickets is limited to a maximum of 6 per person.
- An application containing incorrect or misleading details is automatically void. Such an application may be amended at the President's discretion.
- The applicant is responsible for the guests on their application under this agreement and submits to this agreement on their behalf.
- Tickets are non-refundable, however in cases of extreme circumstance part or full refunds may be allowed at the President's discretion.
- Tickets may be transferred to another party using the ticketing system, subject to a transfer fee subject to the ticketmaster discretion that will be donated to charity. Any tickets transferred to another party will still count towards the number of tickets the applicant has applied for or purchased.
- By submitting an application the applicant agrees to have their details stored electronically. The details will not be passed onto any third party and shall remain confidential. Please refer to the privacy policy for more information, this is available on our website at [tickets.mayball.com](https://tickets.mayball.com).
- The contract between the Committee and the applicant is only complete after their payments have cleared. The applicant will receive an email once this is the case.
- Applicants whose cheques bounce will be obliged to pay a £20 surcharge if they wish to proceed with their application. This must be added to the ticket price on the replacement cheque.
- Applicants purchasing tickets will receive an email confirming the booking as soon as possible.

## **Ticket Payment**

- Please note: there will be a 21 day deadline for payment after which the application for tickets is automatically void.
- Confirmation of your application will be generated via email and will supply you with a unique application ID which you are strongly advised to keep and not to disclose to anyone. If you opt to pay by cheque then the email will also contain a cheque reference number. Payment by card will be immediately confirmed on screen at the time payment is made. Instructions will also be issued for payment by bank transfer.
- Payment may be by cheque, bank transfer or card payment; a cheque to the value of tickets reserved must be sent to the Treasurer and must have the cheque reference number and applicant's name written on the back. The same name and cheque reference number must appear on the back of multiple cheques. Cheques should be made payable to 'Sidney Sussex College May Ball'. Failure to comply with these requirements may lead to your application being cancelled.
- Cheques with details outlined on them, must reach the Treasurer by delivery to Sidney Sussex Porters Lodge no later than 504 hours (21 days) after completion of online ticket application. The Committee accepts no responsibility for cheques until they reach the Committee in person. Payments made via cheque will be subject to an additional £5 handling fee.
- Card payments and bank transfers must reach the Sidney Sussex May Ball treasurer no later than 504 hours (21 days) after completion of online ticket application. The Committee accepts no responsibility for errors made in completing this process. Your details must be filled in accurately.
- Payments made via debit or credit card will be subject to an additional 1.5% transaction fee on top of the total price of the tickets and upgrades bought.

- The Committee will not take or honour cash payments and payment is not possible via College Bill.
- Payment received after this period shall not qualify as payment for the tickets reserved and the application will be rendered void, subject to the discretion of the President.

## **Ticket Distribution**

- Printed tickets will be distributed close to the time of the ball. You will need the purchaser of the ticket to collect your ticket when it is ready. You will receive an email to say when and where ticket collection will take place.
- It will also be possible to download a QR code on mobile devices which will be released a few days before the ball.

## **Entry to the ball**

- Entry to the ball requires presentation of a valid ticket be that printed or an electronic QR code. All individuals must also present a valid, official form of photographic identification (i.e. driver's license or passport).
- After a QR code has been scanned that ticket (physical or electronic) is no longer valid for use.
- If you are a guest of any ticket purchaser, you must present an official and valid form of photographic ID at check-in (i.e driver's license or passport).
- Any problems must be raised in advance with the ticketing officer Joe Isaacs by emailing [webmaster@mayball.com](mailto:webmaster@mayball.com). If any individual is unable to present the full set of required documents at check-in then the Committee have the right to refuse entrance.

## **Dress Code**

- The dress code for men and women is black tie or smart regional/cultural dress. No patterned suits. Any queries email [president@mayball.com](mailto:president@mayball.com), decisions on dress code are at the discretion of the committee.

## **Safety and Security**

- Last entry to the Ball is at 11.00pm. Before entry to the Ball is allowed, the ticket holder must receive a wristband which must be displayed at all times while on the Ball site. The wristband will only be issued upon the presentation of a valid physical or virtual. If you are a guest you must present a photographic ID in order to be issued the wristband.
- Ticket holders will not be permitted to leave and re-enter the Ball.
- Ticket holders are reminded that smoking at the May Ball is only permitted in the designated areas.
- The Committee reserves the right to eject any person from the Ball and to take whatever further action they deem appropriate. Grounds for such exclusion include, but are not limited to, violent, loud, indecent, illegal or immoral behaviour, excessive intoxication, possession of illegal drugs or other breach of these terms and conditions. A further ground is where the Committee and/or its duly authorised representatives have reasonable grounds to believe the ticket holder may have committed or may be about to commit a criminal offence or has engaged or is engaging in other such activities as the Committee deems unacceptable.
- The May Ball Committee accepts no liability for lost or stolen belongings of ticket holders or for financial compensation to the ticket holder if he or she is removed from the Ball.

- The Committee reserves the right to photograph and record CCTV footage of the Ball site, its immediate surroundings, the grounds of Sidney Sussex College, and those entering, present in and leaving it, in order to document the event in case of later legal action.
- The Committee reserves the right to conduct searches of persons or property to verify any belief that the terms and conditions laid out here are not being adhered to.

## **Other**

- The Committee reserves the right to alter the programme and menu without notice.
- The Committee reserves the right to cancel the May Ball at its discretion at any time.
- In the event of extreme circumstances that inhibit the May Ball from taking place the May Ball Committee accepts no liability and is under no obligation to refund any payments made. Such events may include, but are not limited to, power failure or natural disasters. The May Ball Committee will endeavour to refund as much of the price of the ticket as possible to purchasers, however this is entirely at their discretion.
- All decisions of the Committee are final. Queries should be made either by post to Sidney Sussex May Ball Committee, Sidney Sussex College, Sidney Street, Cambridge, CB2 3HU, or by email to [webmaster@mayball.com](mailto:webmaster@mayball.com) or [president@mayball.com](mailto:president@mayball.com).