

## Fundraiser Reservations Handled by Box Office

Please contact Joanna Lindsey, Box Office Manager, as soon as you have the details of an event that you would like to have online. Her email address is: [jlindsey@swflso.org](mailto:jlindsey@swflso.org).

Important to keep in mind:

- There is an online fee to process each order. This does NOT go to the Symphony Office.
- If order is placed via phone, there is no processing fee.

Information required to be submitted to Box Office Manager: Name of the event, date, time, location, cost, and number of seats available, contact person and any other important details.

You will be provided with a guest list and printed ticket if requested. Joanna will do either or both.

Use the Box Office phone number to order tickets to the events: 239-418-1500.

If using the website to order tickets,

- patrons can go directly to the Symphony's ticketing page to purchase and
- the Society Events page will have a link on the featured event to the ticketing page

Remember, there are Internet fees and handling fees when ordering through the website.

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