

Pembroke College May Ball 2017

Ticketing Information and Terms of Conditions of Purchase

Ticket Allocation

1. Standard tickets are priced at £137.50 for current Pembroke College members and £147.50 for Pembroke Alumni and non-Pembroke Guests.
2. Dining tickets are priced at 177.50 for current Pembroke College members and £187.50 for Alumni and non-Pembroke Guests.
3. Queue-jump tickets are priced at £152.50 for current Pembroke College members and 162.50 for non-Pembroke Guests. If queue-jump tickets are unsuccessful, they will automatically convert into standard tickets.
4. Tickets will first be available for purchase to all College members, including alumni, from 10am on Monday 6 February. Unlike previous years, this process will be done online and NOT in N7.
5. All current Pembroke students are guaranteed a ticket to the May Ball providing they make a reservation before 23:59 on Sunday 12th February 2017. A substantial number of tickets will be reserved for alumni on a first-come-first-served basis, providing they reserve a ticket before 23:59 on Sunday 12th February 2017.
6. When purchasing their ticket, Pembroke students and alumni will also be able to make an application for up to three guest tickets, whose name and email address will need to be provided at point of application. These tickets will be allocated from Sunday 12th February 2017, and you will be made aware of the success of your application as soon as possible. These tickets will be allocated on a first-come-first-served-basis based on the time when the application for guest tickets was submitted.
7. Any remaining tickets will be available to purchase by current University of Cambridge students on Monday 13th February 2017.

Terms and Conditions of Sale

8. Payment for tickets must be made in full before 23:59 on Monday 27th March 2017. If payment has not been made by then, the tickets will be cancelled. Exceptions may be made to individuals at the committee's discretion. If an applicant feels that they will be unable to make full payment by this time, they should contact the treasurer as soon as possible.
9. Cancellations made after the payment deadline (detailed above) will be partially refunded by bank transfer. £20 per ticket will be retained as a cancellation fee.
10. Cancellations made after Sunday 30th April 2017 will be non-refundable. Exceptions may be made on a case-by-case basis in extenuating circumstances.
11. The committee reserves the right to change the date or timings of the Ball in extenuating circumstances at any time up until two weeks before the Ball.
12. Applicants will be able to make one name change per group booking for free providing the name change request is received before 23:59 on Monday 1st May 2017. Subsequent name changes or name changes made after this date are subject to a £15 name change fee. Name changes requested after 23:59 on Wednesday 17th May 2017 will be charged £30. Name changes requested after 23:59 on Sunday 11th June 2017 may be made at the discretion of the treasurer and will be charged £60.
13. The name change fee must be paid by 23:59 on the 1st May 2017 or within 24 hours of the name change request being submitted, whichever is later. If payment is not received by this point the name change will not be processed and no payment extensions will be made.
14. Tickets may not be resold for profit. If a ticket has been sold at profit it will be immediately cancelled. Refunds will be made in line with the deadlines detailed above.
15. An opt-in charitable donation of £2.50 will be added to the ticket price at the point of purchase. Proceeds will be donated to the committee's chosen charitable cause, Pembroke's Jo Cox's Studentship fund. More information will be available on our website.

16. All data is subject to the Data Protection Act 1998. Application information will only be used to process ticket applications.
17. All guests must be at least 18 years of age on Wednesday 21st June 2017. No refunds will be made if a ticket has been purchased for somebody under that age who is then refused entry.
18. The committee reserves the right to cancel the Ball at its discretion at any time. In this event all tickets will be refunded to successful applicants.
19. All decisions of the Committee are final.

Check in and Conditions of Entry

20. Details regarding ticket collection will be circulated by the beginning of June 2017.
21. Refunds will not be offered in the event of late arrival to the Ball.
22. Admission to the Ball is by valid ticket and photographic ID such as driving license, passport or University card.
23. Guests will be given a wristband which must be worn at all times during the Ball. Any individuals found on the premises during the Ball without a wristband will be escorted from the premises.
24. Admission to the Ball will close at 23:00. The Ball will run from 21:00 Wednesday 21st June 2017 until 06:00 Thursday 22nd June 2017.
25. Guests will be refused entry if they arrive in an unfit state or are visibly intoxicated. If any guest is rude or abusive to a member of staff or a member of the committee they will be escorted from the premises.
26. The Pembroke May Ball has a no-drugs policy. Any guests found with drugs upon entry will have them confiscated and police action may be taken.
27. Guests must arrive in appropriate attire (black tie) or will be refused entry.
28. Guests are warned that there may be potential risks of many kinds such as, but not limited to, their own acts, the acts of other guests, the working of the Ball and unforeseeable events.

29. Smoking at the Ball will only be permitted in the designated smoking areas.
30. The committee takes no responsibility for any loss, personal injury or damage of any other kind unless such loss, injury or damage arises through provisions or negligence expressly attributable to decisions of the committee or college authorities.
31. Guests will not be readmitted to the Ball once they have exited. This includes returning to college accommodation.

Transfers and Waiting List Tickets

32. Those applicants who were not allocated guest tickets at first will have those tickets added to a waiting list. In the event that more tickets become available then the applicants will be emailed informing them tickets have become available. The payment deadline for these tickets will be two weeks after the date of the email sent offering the ticket, subject to confirmation in that email by the committee.
33. In the event that an applicant wishes to transfer a member ticket to a non-member guest, or vice versa, they must email the Treasurer. Note that previously stated guidelines regarding name changes apply. Should the cost of the new ticket be lower, the committee will refund the difference within two weeks of the name change being made. Should the cost of the new ticket be higher the applicant must transfer the difference to the committee within 24 hours of submitting the request.
34. Guests must be assigned to a main applicant ticket holder who will receive all correspondence regarding the Ball such as details of ticket collection. If the main applicant of a booking transfers their ticket, then the new ticket holder will be considered the main applicant and thus responsible for the other tickets in that booking.
35. No applicant shall be permitted more than four total tickets in their application.