Anchorage Concert Association Ticket Donation Request Guidelines

- 1. Only non-profit corporations and educational groups will be considered.
- 2. An organization can receive only one donation per year.
- 3. Requests must be made in writing at least three (3) months before the event, either by email to ranson@anchorageconcerts.org, fax to 272-2519 or mail to Anchorage Concert Association, 430 W Seventh Ave, Anchorage AK 99501.
- 4. Written requests must be followed up with a phone call at least one (1) month prior to the event to verify the donation and arrange for pick-up.
- 5. Donations must be used for fund raising for the requesting non-profit in a silent auction, raffle or similar situation. Donation will not be made to reward employees or volunteers for service, or for door prizes.
- 6. The donation will consist of a certificate and brochure with a voucher attached that must be redeemed at the CenterTix Box Office at the Alaska Center for the Performing Arts.
- 7. In the case of events with multiple performances, the voucher is good for only the performance date on the voucher. The Box Office in not authorized to change the date.